



Safeguarding Policy

Approved on 10 February 2024 by the board of the European Juggling Association

Introduction

- A. This document contains a comprehensive safeguarding policy detailed by the European Juggling Association (EJA) for intended use during the European Juggling Convention.
- B. The policy intends to cover the European Juggling Convention's (EJC) organizing team's obligation to guarantee as safe an environment as possible, and provide guidance to deal with incidents of violence and discrimination.
- C. While this policy is intended for use during the EJC, any team organizing a convention anywhere is welcome to take any and all policy points and documents and adapt for their demographic and culture if they feel it may be useful. All we ask is you mention us (EJA) as your source in your documents. Thank you!

Background - Why do we need a safeguarding policy?

- A. The high volume of people at the EJC, and the different cultural backgrounds that meet there can sometimes cause misunderstandings. Beyond misunderstandings, there have been a number of unfortunate instances of harassment, sexual violence, and experiences of discriminatory behavior.
- B. In response to these incidents, and in order to create an environment that can be safe and enjoyable for vulnerable people, we present this policy.
- C. We seek to improve the safety of everyone, particularly minors, women, gender non-conforming, LGBTQIA+, BIPOC (Black, Indigenous, People of Color), people with disabilities or mental health considerations and anyone



else who suffers oppression or discrimination in the wider context of society.

- D. We want people to feel welcomed and cared for, and we want to present them with opportunities to counteract unwelcome behavior and present the community with the opportunity to take part in a culture of care and inclusion.

Objectives - What do we want to achieve?

- A. Create a policy that is explicit, plain-language, and experientially grounded, aimed at protecting participant's well-being, Empower EJC Community Members to intervene if they see anyone acting in a way that is potentially harmful to someone.
- B. Outline consequences for inappropriate or unwanted behavior, henceforth called "unwelcome behavior".
- C. Create a supportive structure, including administrative support, reporting forms and processes, that EJC Teams can use to help them make decisions around maintaining a safe environment.
- D. Creating a space for ongoing community involvement in order to build a policy that can be effective and long-lasting. For this aim, we propose a continuous evaluation model.



Policy Points

I. Community Expectations

The following lists of examples of welcome and unwelcome behavior come down to being kind and respectful towards others, and taking responsibility for one's safety and the safety of others during the convention.

A. Welcome Behavior:

- a. Treat others with respect and respect their boundaries
- b. Ask for consent
- c. Attempt collaboration/be a team player
- d. Actively help/intervene if you see others in distress/harmful situations
- e. Be mindful of others and your surrounding
- f. Be respectful of the space
- g. Report violations of this behavior (in consent with the impacted person)

B. Unwelcome Behavior:

- a. Harassment
- b. Violence or threats of violence
- c. Intimidation/Exertion
- d. Stalking
- e. All forms of abuse and discrimination
- f. Use of discriminatory/harmful/demeaning language, jokes, insults or symbols
- g. Spreading vulnerable information or pictures
- h. Inappropriate photography or recordings (example: filming nudity without consent)
- i. Inappropriate physical contact/attention
- j. Tolerating other's harmful actions/language
- k. General disruptive behavior



II. On-site Response and Intervention

- A. The EJA will recruit and train a team of safeguarding volunteers to be present at the festival and respond to incidents
- B. The on-site safeguarding team will be in charge of receiving safeguarding reports.
- C. For on-site reporting, online form(s) will be used that can be accessed by QR-code as well as other ways. Besides that, volunteers will be around to be reported to in-person. When someone comes to one of the volunteers, the online form(s) should still be filled in (together) to ensure a complete list of incidents is available for the organizing team.
- D. A team of safeguarding volunteers will assess those situations that have come in via the online forms. Suitable actions as well as consequences will be based on severity, category and the wishes/needs of reporting parties.

III. Categories for safeguarding issues

The safeguarding issues that juggling or circus conventions/events may have to deal with have been split up into several categories. Depending on the category, as well as the severity of the report, suitable consequences will be discussed. The use of four major categories is meant to make both the reporting process easier and more specific for impacted persons, as well as making dealing/helping with these situations easier for safeguarding volunteers.

A. Violence

This category is understood to contain any and all forms of physical violence (that aren't sexual in nature). Threat of physical violence also falls under this header.

B. Discrimination

Within this category fall all expressions of discrimination on whichever ground, such as, but not limited to: ethnicity, nationality, race, gender, sexuality, language, political views, religion, age, mental health, disability or even prop preference.



C. Sexual (harassment)

Under the category of sexual harassment falls everything from unwanted remarks or physical touch, to criminal acts such as sexual assault. Unwarranted nudity/exposure also falls under this header.

D. Youth

Any of the above categories may have to do with youth. Youth is defined as anyone under the age of 18, and will not be taken more seriously, but action will be fast tracked.

IV. Consequences for offenders

- A. Any behaviors defined in the “Unwelcome Behaviors” section of this policy, or behaviors that otherwise put convention participants or community at risk can result in the following actions, led by the safeguarding team in conjunction with the EJA Executive Committee (XC) and the EJC Core Team.
- B. A report and evaluation by the safeguarding team must exist prior to any intervention. If the action was observed by a safeguarding team member, and they believe the behavior warrants an action, they will need to fill in a report themselves.
- C. Severity of interventions must match the severity of the offense reported.
- D. All safeguarding interventions should be cleared with the impacted persons first and adapted to their wants and needs.
- E. Exceptions may be made when involving minors (under 18). Reports involving minors should be dealt with urgently and with strict consequences. Parent/ guardian and minor’s request and perspective should weigh heavily on the decision to intervene and how.

F. Sample interventions of the safeguarding team may include:

- a. Conduct a one-time intervention with the offender to remind them of the community expectations.
- b. Conduct a mediation or intervention with the offender and the impacted person/reporter to discuss expectations of behavior going forward. This action can only take place with explicit petition or consent from the impacted person.



- c. Offer a verbal or written warning to the offender, stating their actions conflict with the safeguarding principles of the convention, and continued behavior of the sort could result in eviction.
- d. Decision to expel from the festival, if the offense is deemed serious enough for the same. This action will require EJC and EJA joint action. Decision to inform future festivals about the incident and decision protocols, as well as any recommendation for banning from future conventions for a set or indeterminate amount of time.

G. Appeals

- a. Anyone who receives consequences for unwelcome behavior, or for ignoring or violating the safeguarding principles is allowed to appeal the consequence they have been given.
- b. Decisions will stand for the duration of the convention.
- c. After the convention, the offender can initiate an appeal-process.
- d. Offenders that face eviction will be provided written instructions for appeal letters.
- e. Offenders must supply details of the incidents and include extenuating circumstances or amends/reparations they wish to make going forward.
- f. Appeal will be reviewed by a committee including EJA XC, EJC Team and Safeguarding Team.
- g. Decision will be communicated within two months to the offender.

V. Confidentiality

- A. Confidentiality is a crucial value that the safeguarding team is committed to protecting. In accordance with GDPR (General Data Protection Regulation) guidance, personal information shared with the safeguarding team will be protected, shared only internally, and only for compliance with the policy aims.
- B. All identifiable Information contained in the reports of a safeguarding incident will solely be shared by the safeguarding team, EJA Executive Committee (XC) and the EJC (European Juggling Convention) Core Team for the purposes of transparency. If any additional information needs to be shared for the safety of participants, this decision will be made in consultation with the EJA XC and EJC Core Team (decision makers).



- C. The safeguarding team will contact and collect information from those reporting in privacy. Discussion about next steps regarding reports will also be held in privacy, involving affected parties and a minimum number of decision makers.
- D. Any intervention by the safeguarding team regarding consequences for an offender must be conducted in strict privacy. The information regarding the incident will be recorded and kept by the safeguarding team. Only necessary details will be shared with future EJC teams to inform their decisions to ban past offenders from conventions.
- E. The EJA safeguarding team can supply information in regard to a criminal offense or report if/as required by local or government authorities (police) of the EJC's host city/country

VI. Addendums: Complementary documentation

- A. Guidelines for Safeguarding Team
- B. Bystander Guidelines
- C. Reporting Forms
- D. Booklet information