

CADCA Meeting Code of Conduct

CADCA is committed to providing a safe, productive, respectful, and welcoming environment for all event participants and CADCA staff. All participants, including, but not limited to, attendees, youth participants, speakers, volunteers, exhibitors, CADCA staff members, service providers, and others participating in or attending CADCA events are expected to abide by this Meeting Code of Conduct.

This Meeting Code of Conduct applies to all CADCA events, whether held in person or virtually, and applies to conduct occurring during official event activities as well as other event-related activities and interactions.

Unacceptable Behavior

CADCA will not tolerate unacceptable behavior at its events, including, but not limited to:

- **Harassment, intimidation, or discrimination** in any form.
- **Verbal abuse** of any attendee, youth participant, speaker, volunteer, exhibitor, CADCA staff member, service provider, or other meeting, hotel, convention center, or event guest.
- **Inappropriate or offensive comments or conduct**, including comments or conduct related to gender, gender identity, sexual orientation, disability, physical appearance, body size, race, religion, ethnicity, national origin, or any other protected characteristic.
- **Inappropriate use or display of nudity or sexual images**, including in public spaces, presentations, communications, or other event-related activities.
- **Threatening, stalking, intimidating, or otherwise harassing** any attendee, youth participant, speaker, volunteer, exhibitor, CADCA staff member, service provider, or other meeting, hotel, convention center, or event guest.
- **Disruptive behavior** during presentations, sessions, meetings, in the exhibit hall, or at other events or activities organized by CADCA. All participants are expected to comply with the instructions of moderators and CADCA event staff.
- **Unauthorized solicitation or promotion.** Presentations, postings, and messages should not contain promotional materials, special offers, job offers, product announcements, or solicitations for services unless expressly authorized by CADCA. CADCA reserves the right to remove such content and, when appropriate, prohibit the source of such solicitation from participating in the event.
- **Other conduct that interferes with the safety, security, inclusivity, or ability of others to participate fully in a CADCA event.**

Youth Participants and Safeguarding

CADCA is committed to providing a safe, respectful, and supportive environment for youth participating in CADCA events. All participants who interact with youth are expected to conduct themselves in a manner that promotes youth safety, dignity, and well-being.

Adults participating in CADCA events are expected to maintain appropriate professional boundaries with youth participants and to refrain from conduct that could reasonably be perceived as inappropriate, exploitative, intimidating, or unsafe. This includes, but is not limited to, inappropriate physical contact; sexual or romantic conduct or communications; inappropriate comments, messages, or images; and conduct that violates applicable laws or CADCA policies concerning the safety and protection of youth.

Youth participants are also expected to abide by this Meeting Code of Conduct and to treat other participants, speakers, volunteers, exhibitors, CADCA staff, service providers, and other guests with respect.

CADCA prohibits retaliation against any person who, in good faith, reports a concern or participates in the review or investigation of a reported incident.

Enforcement

CADCA reserves the right to take any necessary and appropriate action in response to violations of this Meeting Code of Conduct. Such action may include, but is not limited to, a verbal or written warning, removal from a session or activity, immediate removal from the event, forfeiture of any event fees paid, or prohibition from attending future CADCA events, whether virtually or in person.

In matters involving youth safety or other serious concerns, CADCA may take immediate action as appropriate to protect the safety and well-being of participants.

CADCA will determine the appropriate response based on the circumstances of each incident and reserves the right to take action consistent with applicable law and CADCA policies.

Reporting Concerns

If you experience harassment, witness unacceptable behavior, or have a concern regarding the safety or well-being of yourself or another participant, CADCA asks that you report the incident promptly to a CADCA employee or designated event staff member.

CADCA will take appropriate steps to address reported concerns and, when appropriate or required, may involve CADCA leadership, a parent or guardian, event security, law enforcement, or other appropriate authorities.

Participants are encouraged to report concerns as soon as possible so that CADCA can take appropriate steps to maintain a safe, respectful, and welcoming environment for everyone.

