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**Doors Open Days Community Guidelines**

At Doors Open Days we are committed to ensuring Scotland's places and stories can be enjoyed by ***everyone***.

We ask that everyone in the Doors Open Days community do their part in creating a festival environment that is ***welcoming, safe, and enjoyable to all****,* by acknowledging and committing to the statements below:

* Doors Open Days **entry criteria** should be followed, in particular:
  + Your festival offer will be ***free***
  + Your festival offer should fall on your ***region’s assigned weekend***
  + Your festival offer should aim to be something ***new/different*** from your typical programming. You can use our ***annual theme*** to design your event/activity. Digital events and resources can be reused.
* A ***risk assessment*** should be completedand***adequate insurance coverage*** should be arranged/confirmed for your event/s. [*Find advice here.*](https://www.doorsopendays.org.uk/hosting/insurance-and-risk-assessments/)
* ***Requested deadlines*** will be met and ***accurate venue/event information*** for website and print listings will be provided to the best of your ability. Updates/edits for venue/event information should be shared promptly with the regional coordinator. In the event a venue/group misses a deadline the local Regional Coordinator may review and extend the deadline.
* All staff and volunteers ***commit to being*** ***inclusive and respectful***of people of all races, ethnicities, nationalities, immigration or economic status, disability, sexuality, gender identity, religion, age and physical appearance by***refraining from discriminatory/demeaning/harassing behaviour or speech.***
* ***Accurate accessibility information*** should be supplied in order to make your venue/activity as ***accessible as possible.*** [*Find advice here.*](https://www.doorsopendays.org.uk/hosting/additional-inclusive-event-guidance/)
* ***Sustainable practices*** are encouraged to reduce the environmental impact of the festival. [*Find advice here.*](https://www.doorsopendays.org.uk/hosting/sustainable-events/)

Doors Open Days will reserve the right to remove participants from our programme if they are found to be violating the above community agreement.