



SOCIAL SAFETY POLICY

INTRODUCTION

The 76th Board prepared this document to create non-binding guidelines on how to execute our Social Safety Policy. This document serves as a guideline for upcoming Boards, every case that threatens someone's social safety is completely different and should be treated as such. This document will not be able to capture every possible scenario, so the current Board is always authorized to make definite decisions. The 76th Board hopes that this document will help future Boards in making decisions concerning Social Safety.

It is important that the members of the association will be introduced to this document on a yearly basis, to ensure they are aware of the guidelines that should be followed.

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CONTACT INFORMATION

On this page, the different contact details can be found of the people that you can approach, in case of a complaint. The names mentioned below are subject to change, depending on the formation of the current Board and the choice of external confidant by the current Board.

Internal confidants

Žygimantas Pupelis - Chairman

chair@vspvu.com

Sonia Erbé Gómez – Secretary

secretary@vspvu.com

Lotta Heijnen – Treasurer

treasurer@vspvu.com

Anaïs van Schalen – Commissioner Communication and Media

promotioncoordinator@vspvu.com

Advisory Board

advisoryboard@vspvu.com

External confidant

Zola Borgsteede

zola.borgsteede@gmail.com

EXAMPLE CASES THIS DOCUMENT ADDRESSES

As stated before, every situation is unique, and it is not possible to capture every possible situation within a document as such. Therefore, this list serves as a guideline as to what cases can be seen as part of our Social Safety Policy.

1. Physical bullying – this type of bullying involves physical violence or aggression, such as hitting, pushing, or theft. Examples are:
 - a. Hitting, punching, or slapping someone
 - b. Pushing, shoving, or tripping someone
 - c. Kicking or stomping on someone
 - d. Pinching or pulling someone's hair
 - e. Spitting on someone
 - f. Damaging or stealing someone's property
 - g. Intentionally bumping into or crowding someone
 - h. Restraining someone or holding them against their will
 - i. Making threats of physical harm or violence
2. Verbal bullying – this type of bullying involves the use of words to hurt or intimidate someone, such as teasing, name-calling, or threatening. Examples are:
 - a. Name-calling or using derogatory language
 - b. Insulting someone's appearance, intelligence, or abilities
 - c. Making fun of someone's ethnicity, religion, or cultural background
 - d. Spreading rumors or lies about someone
 - e. Mocking or belittling someone's interests or hobbies
 - f. Using sarcasm or mocking tones to humiliate someone
 - g. Threatening someone with physical harm or violence
 - h. Criticizing or shaming someone for their behavior or actions
3. Social bullying – this type of bullying involves damaging someone's reputation or relationships, such as spreading rumors, excluding someone from social groups, or manipulating friendships. Examples are:
 - a. Excluding someone from a group or activity
 - b. Spreading rumors or gossip about someone
 - c. Ignoring or giving someone the silent treatment
 - d. Insulting or mocking someone in public or on social media
 - e. Undermining or sabotaging someone's accomplishments or reputation
 - f. Encouraging others to shun or reject someone
 - g. Threatening to end a friendship or relationship as a form of control
 - h. Creating a negative image of someone through manipulation or false information.
4. Cyberbullying – This type of bullying takes place online or through technology, such as using social media to spread rumors or harass someone or using text messages to threaten or harass someone. Examples are:
 - a. Sending threatening or abusive messages via text, email, or social media
 - b. Sharing private or embarrassing photos or videos of someone without their consent
 - c. Posting hurtful comments or messages on someone's social media accounts or online forums
 - d. Creating fake profiles or impersonating someone online to humiliate or bully them

- e. Spreading rumors or gossip through email, social media, or messaging apps
 - f. Participating in online shaming or mobbing, where a large group of people publicly attacks or humiliates an individual
 - g. Using technology to stalk, harass, or intimidate someone
 - h. Encouraging others to participate in cyberbullying through likes, shares, or comments on social media
 - i. Using social media to manipulate or control someone, such as threatening to share embarrassing information unless they comply with certain demands
5. Psychological bullying – this type of bullying involves manipulating someone's emotions, such as playing mind games, intimidating someone, or undermining someone's self-esteem. Examples are:
- a. Belittling or minimizing someone's feelings, thoughts, or ideas
 - b. Gaslighting, which involves manipulating someone into doubting their own perceptions or reality
 - c. Threatening to harm someone's reputation or relationships
 - d. Using guilt or manipulation to control someone's behavior or actions
 - e. Ignoring or rejecting someone to make them feel isolated or unwanted
 - f. Insulting or criticizing someone's appearance, personality, or abilities
 - g. Intimidating or making someone feel afraid through verbal or nonverbal cues
 - h. Using sarcasm or passive-aggressive comments to undermine someone's confidence or self-esteem
 - i. Mocking or ridiculing someone in front of others
 - j. Blaming someone for things that are not their fault or accusing them of wrongdoing without evidence.
6. Sexual harassment – is a form of discrimination that involves sexual advances, comments, gestures, or physical contact of a sexual nature. Examples are:
- a. Unwanted sexual advances or propositions
 - b. Physical touching or assault
 - c. Making sexual comments or jokes
 - d. Sharing sexually explicit materials or pictures
 - e. Staring or leering in a sexually suggestive matter
 - f. Making sexual gestures or facial expressions
 - g. Making unwanted physical contact of sexual nature.

HOW TO WRITE A COMPLAINT

To allow for the Board to make the right decision, it is important to mention the following things in the complaint. Firstly, mention the date (and time) that the incident happened. Secondly, mention the place of the incident. Lastly, describe, preferably as detailed as possible, what happened. This will ensure that the Board has enough information to decide on the best fitting subsequent actions.

TEMPLATE FOR WRITING A COMPLAINT

A template for writing an email containing your complaint can be found below. Of course, this is not binding, and it is not the case that your complaint will not be taken into account if it is not written according to this template. This template is merely to provide you with a possible guideline.

Dear ...,

I am writing this email to make you aware of the following situation that occurred. (Details about the situation/actions of the offender/...).

This happened at XX/XX/XXXX (at/around XX:XX).

(If applicable) I would like to ...

Kind regards,

...

PROCEDURE

IF A COMPLAINT HAS BEEN MADE TO A BOARD MEMBER

After gathering all the required information, the contacted Board or Advisory member is in charge of anonymizing the complaint. After this is done, the Board will discuss the complaint. The complaint will be discussed only as detailed as the person filing the complaint wants. Depending on the preferences of the person, anonymity will be guaranteed. After that, the Board will discuss the situation and decide on further actions. Board members will strive to be as objective as possible during this point, to reach appropriate repercussions.

After everything is discussed and there has been decided on appropriate subsequent actions, the Board will deliver their decision through email.

IF A COMPLAINT HAS BEEN MADE TO AN EXTERNAL CONFIDANT

If the complaint has been made to an external confidant, the external confidant gathers the required information and informs the Board. They will guarantee the anonymity of the person filing the complaint, if wanted. The external confidant will have a meeting with the Board. In this meeting, the external confidant provides information about the incident and discusses with the Board about possible subsequent actions. After the decision is made, the Board will deliver their decision through email.

IF A COMPLAINT HAS BEEN MADE ABOUT A BOARD MEMBER

If a complaint has been made about a Board member, the rest of the Board will discuss the situation without the concerning Board member present. If it is decided that the actions of the Board member in question are severe, a meeting will be called with the Advisory Board, wherein the subsequent actions and sanctions for the Board member in question will be discussed. Afterwards, these actions and sanctions will be discussed and possibly imposed on the Board member in question.

PROCESS OF APPEALING

If the rule offender disagrees with the sanctions that have been decided on, the person has every right to appeal the decision. This is done by responding to the email received from the Board. Following this, the person will be invited to a meeting with the Board and the Advisory Board. The rule offender will have a chance to deliver their side of the story. Also, the person who wrote the complaint will be offered to join this meeting. After hearing both sides, the Board and the Advisory Board will cast an anonymous vote about agreed sanctions. Their decision will be delivered via email within two weeks. The Board and the Advisory Board will ensure that this discussion will stay behind closed doors. After the decision is made, the rule offender must comply to the decisions made by the Board and the Advisory Board.

EPILOGUE

The 76th Board will pass on this document to future Boards. It is important that future Board members are introduced to this document, therefore current Boards need to make sure that this document is being carefully read over by upcoming Board members during Transition Weekend. The upcoming Boards can expand/change this document to make sure it fits its time. The 76th Board hopes that this document will provide clarity about actions and procedures regarding Social Safety.