

THE UNIVERSITY OF EDINBURGH
EVENT ATTENDANCE GUIDELINES FOR STAFF AND STUDENTS

Events on campus

A wide variety of events are held on campus every year, organised by students, staff and others connected with the University.

The University is committed to protecting freedom of speech and freedom of assembly for everyone, within the law, as detailed in the University's [Statement on Freedom of Expression](#)

This means that events on campus will allow a broad spectrum of ideas and views to be shared and exchanged. These guidelines set out expected standards of behaviour for event organisers and attendees at the University.

Guidelines for organising and attending events

To make it clear to staff and students what is acceptable and unacceptable conduct when organising or attending events on campus, the University has set out some (non-exhaustive) guidelines below. These are to help us all to enable respectful freedom of expression, including freedom to protest speakers and events.

DO	DON'T
Register in advance if required by the event organisers.	Insist on entry to an event if organisers advise that it is full or you were required to register in advance and you failed to do so.
Remember that we all have a right to freedom of expression and freedom of assembly.	Deny the freedom of others to assemble and express opinions or beliefs different to your own.
Remember that events at the University may involve the expression of a wide range of views and positions with which we personally may disagree. . Attend events and respectfully engage at appropriate times, and remember at all times to comply with the University's Dignity and Respect Policy .	Break the law or endanger the health and safety of others.
If you are organising an event, follow the relevant booking processes for events in University buildings such as the Policy on Speakers and Events	Disrupt any University events e.g. preventing speakers from talking, making it difficult for speakers to talk, or taking action aimed at preventing an event commencing or continuing.
Follow instructions given by University staff and any security/law enforcement in attendance.	Block access to events or buildings in which events are taking place or obstruct people passing by; or cause damage to event spaces.

Respect the space where the event is held e.g. by ensuring not to leave any litter and abiding by any rules for the premises around consumption of food/drink.	Cause any damage to event spaces.
If you wish to protest the holding of an event or the attendance of a certain speaker at an event, follow the University's Protest Guidelines for Staff and Students.	Protest an event in any way which breaches the Code of Student Conduct (in the case of students) or the Disciplinary Policy (in the case of staff).

What if I choose not to follow the event attendance guidelines?

Failure to follow the guidelines above, which aim to ensure respectful freedom of expression, may constitute misconduct under the Code of Student Conduct (in the case of students) or the Disciplinary Policy (in the case of staff), and the discipline procedures under those policies could be followed.

Where staff or students invite third-party groups or individuals to attend an event on University premises, those staff or students will be responsible for ensuring compliance by those groups or individuals with these guidelines.

Any allegation of a criminal offence committed by a student or staff member may be reported by the University to the police (or, if the police are in attendance to ensure public safety, the police may take direct action in the event of a suspected criminal offence). In some cases, the University may also appoint Sheriff Officers to enforce court orders

