

# Code of Conduct



At Mindshift 4 Life, we are committed to fostering a safe, inclusive, and empowering environment for all participants, facilitators, and staff. This Code of Conduct outlines the expectations for behaviour and engagement across all our programs, services, and communications.

By participating in any Mindshift 4 Life offering, individuals agree to uphold the following standards:

## 1. Respect & Inclusion

- Treat all individuals with dignity, empathy, and respect.
- Embrace diversity in all forms, including culture, identity, ability, and lived experience.
- Avoid discriminatory, offensive, or exclusionary language or behaviour.
- Honour the confidentiality of personal stories and sensitive information shared during sessions.

## 2. Safety & Wellbeing

- Prioritise psychological safety for yourself and others.
- Take breaks or seek support if you feel distressed or overwhelmed.
- Refrain from behaviours that may cause harm, discomfort, or disruption.
- Mindshift 4 Life reserves the right to remove individuals from sessions if their behaviour compromises the wellbeing of others.

## 3. Participation & Engagement

- Arrive on time and engage with content in a respectful and thoughtful manner.
- Participation is voluntary; individuals may opt out of specific activities.
- Maintain a presence that supports a positive learning environment.
- Notify us in advance if you require accessibility accommodations.

## 4. Communication & Technology

- Use respectful and professional language in all communications.
- For online sessions, ensure a stable internet connection and a private, distraction-free space.
- Do not record, screenshot, or share session content without explicit permission.
- Personal information shared during sessions must not be disclosed externally.

**Mindshift 4 Life**

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## 5. Intellectual Property & Materials

- All course materials are the intellectual property of Mindshift 4 Life unless otherwise stated.
- Materials are provided for personal use only and may not be reproduced or distributed without written consent.
- Respect copyright and attribution when referencing external resources.

## 6. Feedback & Concerns

- We welcome constructive feedback to improve our services.
- If you have concerns about conduct, safety, or accessibility, please reach out via phone or email.
- All concerns will be handled with discretion and care.

## 7. Breach of Conduct

- Breaches of this Code may result in removal from sessions, cancellation of registration, or other appropriate action.
- Serious breaches may be referred to external authorities or support services.
- Decisions regarding breaches will be made by Mindshift 4 Life leadership in alignment with our values and policies.