



## Participant Code of Conduct

**Our Code of Conduct aims to create an encouraging, supportive and safe environment where all writers know what is expected of them and can work alongside each other in a tolerant, positive and constructive way.**

**R&R reserves the right to ask a writer to leave the retreat at any time, where, in the opinion of the Director, their presence is likely to prejudice the good order, discipline, kindness or safety of the retreat, for themselves or others.**

**In such an event, the writer will not be entitled to any refund, but will be invoiced by R&R for any costs, losses or expenses which R&R incurs or suffers as a result of their behaviour.**

**The decision of the Director is final as to the conduct, itinerary and objectives of the retreat.**

### Conduct and Behaviour

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We ask that you co-operate with R&R's staff at all times, including without limitation, any request relating to conduct, behaviour with others, and punctuality.

R&R retreats rely on tolerance and respect to other writers and their creative work at all times. We therefore ask that you help to generate an atmosphere that is compatible with creativity, discipline, good order and kindness.

Any acts of bullying or violence, including behaviour that threatens the emotional wellbeing of any writer, will not be tolerated. R&R considers bullying to include any behaviour (spoken, electronic, physical or psychological) that intends to make another person feel hurt, humiliated or unhappy.

If there is anything you are unhappy about, you should let a member of staff know as soon as possible.

At all times, each participant is expected to show respect to local people and their way of life. You should refrain from using bad language and engaging in disruptive or abusive behaviour, or any behaviour which is likely to cause irritation or offence.

The Director's decision as to what constitutes unacceptable behaviour will be final and not subject to discussion or further review. If the Director believes your approach to be unacceptable, you may be asked to leave the retreat.

### Silent writing time

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Nearly every day, we make room for quiet reflection and independent writing practice. We ask all writers to maintain silence in the house and grounds during these periods.

## Phones and Devices

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R&R recognises the importance of mobile phones for communication with friends and loved ones during the retreat, however, mobile phones are not allowed during tuition sessions, coaching sessions, or at mealtimes, and are to be switched off during these times; if you have an urgent need to use your phone, please return to your bedroom to do so.

To ensure a good night's rest for all writers, we ask that mobiles are turned onto silent from 11.00pm – 7.30am.

## Social media

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We do not condone any sharing of images or information via social media that could jeopardise the running of the retreat; the safety, privacy or wellbeing of other writers; or the reputation of R&R. Any inappropriate posts could result in a breach of good conduct, resulting in your withdrawal from the retreat.

## Dress

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Each writer must conform to acceptable and respectful standards of dress and presentation taking general decency, local customs and religious beliefs into consideration.

Swimwear is only permitted around the pool.

## Smoking

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R&R does not permit smoking or vaping in the house at any time, under any circumstances.

Smoking or vaping is only permitted in the designated smoking-area outside.

## Drugs

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R&R has a zero-tolerance policy on drugs (other than those prescribed to writers for medical purposes). Any writer found possessing or using drugs, or misusing solvents, will face immediate removal from the retreat.

## Guests

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No writer is allowed to receive visitors at the venue under any circumstances.

Sexual relations with other participants is strictly forbidden in the house and grounds.

## Venue

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The house and grounds are your home during your stay: please treat them with care and respect. You agree to reimburse us for all reasonable costs for damage or specialist cleaning that might be incurred as a result of your stay.