

## **CJAM 99.1 FM: SAFE SPACE POLICY**

### **MARCH 2022**

**CJAM 99.1 FM** strives to provide a harassment free on-air and off-air experience for all, regardless of race, gender, gender identity and expression, sexual orientation, disability, physical appearance, body size, age, religion, marital status, or any other vector of identity.

**Common Goals:** CJAM 99.1 FM is a nonprofit campus-based community radio station. We provide music and information programming not offered by mainstream commercial media in the Wawiiatanong (Detroit River) area, encompassing Windsor, ON and Detroit, USA. We serve people and groups within the community who are under-represented or maligned by mainstream media; CJAM 99.1 FM is dedicated to maintaining a forum of expression and shared views. *Below are guidelines for creating and maintaining Safe Space practices with CJAM 99.1 FM.*

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**Make No Assumptions:** When working with people, do not assume you know their sexual orientation, gender identity, or anything else related to their identity or experiences. Use inclusive language. Remember that every person is a complex individual with multiple overlapping identities, that may not fit your personal ideas, understandings or social constructs (i.e. gender pronouns, sexuality).

**Center Accessibility:** All staff and volunteers must review policies around maintaining accessible spaces and events, centering the experiences of people with disabilities: is the space accessible to those with mobility concerns? If the building has more than one level - are elevators available? Is the space well-lit and obstruction free? Are bathrooms accessible and all gender-inclusive? Think about the spaces we occupy and host within, making sure they are fully accessible to all individuals. Equally, avoid strong scents and perfumes when using a shared space. Avoid flashing lights and other related materials that may cause seizures. Provide descriptive content warnings for any talks, performances or resources that may trigger vulnerable individuals present (i.e. sexually explicit images, content related to any kind of violence or abuse).

**Honour Boundaries:** Take care of yourself; listen to your physical, mental, and emotional needs and limits; express and honour your boundaries as you deem necessary. Listen and ask others what they need should an issue arise. If someone is asking you for support, do your best to help them find a resource or solution. Always ask and receive consent prior to all forms of physical contact, photography, recording, and the like.

**Harassment & Reducing Harm:** Harassment will be defined as any behaviour that demeans, embarrasses, humiliates or verbally abuses a person, or is directed towards a group of people and/or organization - this is behaviour that is known or would be considered as unacceptable and unwelcome. Harassment includes: offensive comments related to any personal characteristic or identity, deliberate intimidation or stalking (including cyber-stalking), physical and/or verbal threats to any person or group, inappropriate and/or unsolicited recording, disrespecting the space (emotional, mental, or physical) of others, and not listening when boundaries are stated. Reducing Harm is a priority, any person asked to stop harassing behaviour is expected to comply immediately: this applies to everyone,

including staff, programmers, volunteers, guest speakers, and all related parties of CJAM 99.1 FM.

**Accountability:** We are collectively, as an organization and individuals, learning and unlearning. We will make mistakes. When we do, it's our responsibility to admit, correct, and repair the harm. Embracing our mistakes cannot be done in a spirit of defensiveness. To confront our own biases requires accepting the fact that we are imperfect and like everyone else internalize harmful biases and stereotypes about marginalized communities and identities. Do not center yourself or your mistake as you work to repair the harm in any given situation and listen to the needs of those who were harmed. Remember that our communities are only brave and sustainable so long as we are willing to hold each other accountable for our actions, and we are willing to be held accountable when we make mistakes.

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**Reporting Incidents:** CJAM 99.1 FM offers an open door policy and environment, if you need to report an incident of harassment please contact CJAM 99.1 FM's Station Manager (statcjam@gmail.com); if staff do not have the expertise or authority to mediate conflicts or provide advice on conflict or crisis resolution - we will act as continued support in coordinating next steps; Windsor resources for mediation and assistance including the [Sexual Wellness & Consent Committee](#), and [OHREA](#) (Office of Human Rights, Equity, and Accessibility).

CJAM 99.1 FM Staff and Board accept that we are not above our own policies, in hopes of building greater spaces of accountability and inclusion we hope to embody this policy in all that we do and as organization: *Thank-you for your continued support!*