



Guidelines for a Online Safe Space

The In Europe Schools Project is about educating students on difficult historical topics. These topics are controversial, emotional and vulnerable. They have different meanings to different people, and it can sometimes be difficult to talk about them. In order to help educators and students to engage in interesting and insightful discussions in a peaceful and respectful manner, we have created guidelines providing one another a safe space in online gatherings.

One of the most important and valuable steps of the In Europe Schools Project is exchanging documentaries between partner schools. This is a great opportunity for both students and teachers to learn about thought-provoking historical topics in other parts of Europe, and network with those who share the same interests. In order to exchange documentaries and get to know each other, online meetings are vital.

- **I will treat all participants equally.**
Treat everyone with the same respect regardless of age, ethnicity, sex, gender, cultural background and religion. Do not assume anything about someone unless otherwise stated.
- **I will choose my words carefully and avoid derogatory words**
Please pay attention to the words you use. Do not swear, make inappropriate jokes or comments, or laugh at other participants. Behaviour like this is not accepted and can deeply offend others. If you are unsure about wording, reach out to your teacher or a colleague beforehand.
- **I will respect the choice of someone if they decide to keep quiet.**
In order to exchange thoughts and ideas, breakout rooms are often arranged during online meetings. However, if someone does not feel comfortable with commenting on a topic or sharing their opinion, please respect their boundaries. In any case, you are always welcome to use the chat box.
- **I will use the chat box appropriately.**
Do not share any no inappropriate links, materials, or images in the chat. If you are not sure whether or not the material is appropriate, do not share it or reach out to your teacher.



- **I understand that there are no right or wrong answers, within reason.**

Each student relates to the topics of the project in different ways. While it may not reflect your views, please act respectfully. However, we do not support extreme views or denials of true historical and current events. Do not say anything with the intention of offending someone or belittling their experiences.

- **I will leave space for others to speak.**

During online sessions, it can be difficult to identify when someone wants to say something. For this reason, we recommend pausing after making your point, so others have a clear opportunity to comment. In addition, please make sure you are leaving others with space to talk.

- **If possible, I will keep my video on.**

Keeping a video on signals interest to the speaker and other participants that the person is interested in what the speakers have to say. However, this is not always possible, and it's courteous to send a chat letting the others know why the video is off. If possible, please keep your video on when asking a question.

- **I will assist others if they clearly struggle to make their point.**

Sometimes we do not know what terminology to use, or we feel uncomfortable with the way we are expressing ourselves. If someone hopes to receive support, it is kind to offer your help. However, do not overlap someone's turn if they do not wish for it.

- **I am eager to learn about the views of others and not just express my own.**

The point of online sessions is to learn from each other, and not just get across one's own views. We hope that you are open to engage in discussions rather than monologues.

If you have any questions about these guidelines, you are welcome to contact the project manager of In Europe Schools, Eugenie Khatschatrian (eugenie@euroclio.eu). Thank you for creating safe online meetings with us!