

A New Direction Best Practice Network Message Board (JiscMail)

Guidelines for Members

1. Hello and Welcome

Best Practice Network Message Board (JiscMail)

We will be using [JiscMail](#) for our Best Practice Network Message Board, which is a free, email-based national academic mailing list service dedicated solely to supporting conversations and collaborations that further UK education and research.

The Best Practice Network Message Board with JiscMail provides a space for members of the Best Practice Network to connect, share knowledge, seek advice, discuss ideas, and promote relevant opportunities across the arts, culture and education sectors. We encourage discussion and collaboration while maintaining a safe and respectful environment for all members.

Please take part with kindness, trust and respect in line with [A New Direction's values](#). This online community was created in response to feedback from network members who wanted more opportunities to connect, exchange ideas and keep conversations going between events. We want this network to be a welcoming and supportive space where members can build meaningful professional connections and learn from one another.

Before taking part, please also read [JiscMail Service Policies](#), which cover JiscMail's own policies on using their service.

If you see behaviour or content that concerns you, please contact the network administrators on culturalsector@anewdirection.org.uk.

By signing up and being part of the Best Practice Network Message Board, you accept and agree to these guidelines. Disputes, concerns and feedback on these guidelines should be sent to list owner

What we can use the Message Board for:

- Sharing helpful and relevant opportunities, events, resources, and sector news.
- Asking questions and seeking advice from fellow members.
- Sharing best practice, learning, and experiences.
- Promoting relevant jobs, commissions, and opportunities.
- Discussing topics relevant to arts, culture, education and inclusion.

What we cannot use the Message Board for:

- Frequent promotion of a product, service, or organisation (spam).
- Personal fundraising unrelated to the purpose of the network.

- Off-topic discussions unrelated to the aims of the group.
- Sharing confidential, sensitive, or personal information about others.
- Content that may put individuals, organisations, or the network at risk.

Before You Post

Please remember:

- All messages are sent to the entire Message Board, messages can not be recalled once sent to the Message Board.
- Consider whether your message will be useful and relevant to the wider network.
- Use clear subject lines so members can easily identify topics of interest.
- Keep messages concise where possible.
- Think carefully before replying to all recipients. In some cases, responding directly to an individual may be more appropriate.
- Be mindful that members receive many emails and excessive posting may discourage engagement.

Important Information About JiscMail

Before participating, please be aware that:

- The Message Board is hosted on JiscMail, an external mailing list platform. It is not hosted or managed directly on A New Direction's own systems.
- Membership of the mailing list is entirely voluntary and opt-in.
- Once an email has been sent through JiscMail, it cannot be recalled.
- Messages may be permanently archived and remain searchable indefinitely.

For this reason, please think carefully before posting and only share information you would be comfortable being publicly available.

2. Community Standards

A New Direction in line with our values, has created the following Community Standards as a form of code of conduct for those who use the message board:

- Hate speech or discriminatory language based on race, ethnicity, disability, age, religion, sexuality, gender identity, or any other protected characteristic.
- Threatening, intimidating, abusive, or violent language.
- Harassment, bullying, or personal attacks.
- Indecent, sexually explicit, or pornographic content.
- Libellous or defamatory comments about individuals or organisations.
- Content that could damage the reputation of A New Direction, the Best Practice Network, or its members.
- Content that discloses confidential or sensitive information.

- Content that breaches copyright, data protection legislation, or safeguarding requirements.
- Graphic, offensive, or otherwise inappropriate material.

Members are responsible for the content they post and must ensure it complies with relevant legal and professional standards.

3. Feedback and Moderation

We welcome contributions from all members and encourage open, constructive discussion.

However, we reserve the right to:

- Contact members regarding inappropriate use of the mailing list.
- Remove content from archives where possible and appropriate.
- Restrict posting privileges.
- Remove members from the mailing list in cases of repeated breaches of these guidelines.

Where disagreements arise, we encourage members to engage respectfully and, where appropriate, continue discussions privately rather than through the mailing list.

4. Data Protection and Privacy

A New Direction is committed to protecting and respecting the privacy of everyone who engages with our programmes and networks. Our Best Practice Network Message Board is hosted on JiscMail, an external mailing list service. Information associated with your subscription and the messages you send through the Message Board is handled through JiscMail to deliver the service. For information about how Jisc handles personal data, please refer to [Jisc's Privacy Notice](#). For more detailed information on how we handle your data, please refer to our [Privacy Policy](#). This policy, together with any other documents referred to in it, sets out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us. It's important to us that you feel safe and informed - if you have any questions, please reach out to a member from the Cultural Sector team or email us on dataprotection@anewdirection.org.uk.

How we use your information

When you join the Best Practice Network Message Board on JiscMail, your information is stored in JiscMail and A New Direction may collect and use information including:

- Your name.
- Email address.

- Organisation details (where provided).
- Information you choose to share through your membership and participation.

We use this information to:

- Manage membership of the network.
- Facilitate communication between members.
- Respond to enquiries and support requests.
- For more information about how A New Direction collects and stores your data please view our [Privacy Policy](#).

What you should know

- JiscMail operates in accordance with UK GDPR requirements.
- Your name and email address may be visible to other mailing list members, we recommend using your work email as appose to your personal email.
- You should never share sensitive personal data, safeguarding information, or confidential organisational information through the mailing list.