



## SALON EDITORIAL POLICY

SALON is the e-newsletter of the Society, disseminating news: from the Society to the Fellowship; amongst the Fellowship; and reporting on wider activities in the Heritage sector. It aspires to give voice to the fellowship, so contributions of news and opinion from the fellowship is actively encouraged.

It is managed for the Society day-to-day by the Editor and the Communications Manager on the basis of adherence to the following editorial values:

- **Truth and accuracy:** Salon strives to be accurate and truthful in all its content. It will be honest and open about what we don't know and what is speculation. It encourages feedback and debate on all the themes and issues it covers.
- **Diversity:** Salon strives to reflect and give voice to the diversity of the views of the Fellowship.
- **Accountability:** Salon is accountable to the fellowship through the Society's Publications Committee which is chaired by the Director of Publications and Research. Salon will be open in admitting mistakes, will correct them in the next edition, and is willing to learn from them.

### Views and Opinion

Salon seeks to balance rights to freedom of expression and information with its responsibilities to respect privacy and maintain accuracy. Salon aims to foster debate by publishing a broad spectrum of views that are focused and constructive in considering the material past and the heritage sector. Individuals, organisations and users are all invited and encouraged to contribute content to the editor at every opportunity.

### Functionality and Technology

Wherever possible Salon ensures that it is available in a range of common formats so that it is accessible to the majority of the Fellowship, though these will evolve and change as the web develops. At the moment, we have a MailChimp account and SALON is archived on our website.

### Planning Applications and Employment Issues

*Salon* may report what is being said about planning applications or issues involving individual employment cases where this information is already in the public domain, giving sources and seeking to give a balanced account but the editor is to avoid comments that might give the impression that the Society has a view unless specifically instructed to present an official statement from the Society

Often these issues will involve fellows on both sides of the issue at hand. Sometimes, however, a position will be taken by the Officers or Council where something is clearly not in line with the Society's values (such as in the past on the Stonehenge Improvement Scheme), and on these occasions the positions will be clearly attributable.

### **Errors in Salon**

Where Salon is notified of an error by a Fellow or other reader, Salon will seek to communicate that error back to the readership in the Feedback section of the newsletter at the next available opportunity, and to ensure that the person who has communicated the information is kept informed of the correction to the error.

### **Complaints**

All complaints should be directed in the first instance to the editor of Salon. Receipt of the complaint will be confirmed within five days and a full response sent to the complainant within 10 working days. If the complainant is not satisfied with the response they are encouraged to contact the Society's Communications Manager, who will monitor the number and substance of complaints.

### **Publisher**

The Society of Antiquaries of London is the publisher of Salon.