

Leaflet and Poster Policy – for University of Exeter, Penryn Campus and Falmouth University

1. Purpose

The purpose of this policy is to set out the requirements for displaying and distribution of materials such as leaflets, posters, stickers, flags, banners, and other promotional materials on the Penryn and Falmouth Campuses.

The University of Exeter and Falmouth University are committed to protecting academic freedom and freedom of speech within the law, while ensuring a duty of care to their students, staff and visitors. This policy prohibits materials that would be in breach of the law, including those related to hate speech and counter-terrorism legislation. Material promoting extremist and illegal views or that incites extremist and illegal behaviour is explicitly prohibited on our campuses.

While posters and other materials are legitimate means of communication for approved projects, they can negatively impact the campus's appearance and cause damage, requiring costly repairs and maintenance.

(Both universities have separate policies on Academic Freedom, Freedom of Speech, Speakers and Events, Prevent Referrals, as well as Social Media Guidance).

2. Guidelines and Restrictions

- a. Designated areas - Posters may only be placed on designated notice boards, which will be cleared periodically.
- b. Content restrictions: Posters and leaflets must not contain any material that is discriminatory, offensive, defamatory, or otherwise violates university policies or the law.
- c. Language requirements: All materials must be in English or include an English translation.
- d. Distribution restrictions: Leaflets may only be distributed in designated areas or during approved events.
- e. Removal of materials: Posters or other materials placed in non-designated areas such as walls, doors, trees and lamp-posts, will be removed. Posters or other material that have expired, are damaged, or do not comply with this policy, will also be removed.