



*British Deaf History Society*  
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## Publication Guidelines

### Introduction

This document sets out the policy and procedures of British Deaf History Society regarding the content of any article and/or book intended for publication by the Society, whether as a book or part thereof, or as an article in the Society's regular *Deaf History Journals*.

It applies to Directors, staff and volunteers and anyone who writes an article or manuscript intended for publication by the British Deaf History Society.

### Statement of intent

British Deaf History Society will continually strive to ensure that all its publications are free from any libel, slanderous allegations or controversy that could be perceived to have an adverse effect on the reputation of the Society.

### Definitions

- **Libel:** to publish in print (including pictures), writing or broadcast through radio, television or film a false statement or untruth about another which will do harm to that person or his/her reputation by tending to bring the target into ridicule, hatred, scorn or earn the contempt of others. Libel is the written or broadcast form of defamation and must be a statement that claims to be fact and is not clearly identified as an opinion.
- **Slander:** an oral defamation in which someone tells one or more persons an untruth about another person that will harm or damage the reputation of the person defamed. Slander may find its way into print by way of quotations.
- **Controversy:** a prolonged public dispute, debate, or contention; disputation concerning a matter of opinion. It may be a contention or argument that could cause damage to the reputation of the British Deaf History Society especially if it is perceived by a wider readership as being a policy of the Society.

### Article or Manuscript Submissions intended for publication

Any article or manuscript that is submitted to the British Deaf History Society for publication in any *Deaf History Journals* or as a book under the auspices of BDHS Publications must relate to historical facts or facts/information about an event and not include any form of allegations that could lead to criminal proceedings.

If an article or manuscript is or is reliant on opinions, these must be clearly stated and able to be substantiated.

*BDHS. Publication Guidelines*

*Created: Board of Trustee Directors 18 September 2017*

The British Deaf History Society, in accepting any submission of an article for its *Deaf History Journals* or a manuscript intended for publication as a book under the auspices of BDHS Publications reserves the right to:

- a. reject any article or manuscript that is libellous
- b. reject those that are controversial in that it may damage the reputation of the Society
- c. request that the submitting either remove an offending article or make a suitable amendment before publication
- d. appoint an independent person who is not the proof-reader to go through any intended publication

Any decision made by the Society's appointed *Deaf History Journal* editors or its BDHS Publications Board is final.

### **Review**

This policy will be reviewed on an annual basis.