

Mansfield College Flag Flying Policy

Adopted by Governing Body on 02 November 2022 and amended on 11 October 2023.

1. This policy is intended to detail how the College manages an appropriate use of flag flying at the top of the Tower Building. The flag which is flown allows the Mansfield community to make public statement on what it believes in. Only one flag can be flown at a time. Manual changing of the flags are managed by the Porters and the content of the Flag Flying policy is managed by Governing Body.

2. The College has 10 flags:

- The College flag
- The Union Jack flag
- English St George flag
- The American flag
- European Union flag
- The Sanctuary flag
- The Suffrage flag
- The Pride flag
- The Progressive flag
- Transgender flag

3. Designated flag flying days

<u>Event</u>	<u>Date</u>	<u>Flag</u>
Oxford Open Doors Weekend	During September	College Flag
Alumni Dinner	A day in September	College Flag
Gaudy	A day in September	College Flag
Parents' Dinner	During MT	College Flag
Admission of new Fellows	Week 0 MT	College Flag
Matriculation	Week 0 MT	College Flag
Black History Month	Month of October	Sanctuary Flag
The Head of State's Birthday	14 November	Union Flag
Transgender Week & Day of Remembrance	20 November	Transgender Flag
International Human Rights Day	During December	Sanctuary Flag
LGBTQ+ History Month	Month of February	Pride Flag
International Women's Day	08 March	Suffrage Flag
St George's Day	23 April	St George's Flag
Europe Day	09 May	European Flag
Summer Eights	Week 5 Trinity	College Flag
Refugee Week	During June	Sanctuary Flag
Encaenia	A day in June	College Flag
Pride Month	Month of June	Progressive Flag (when the Sanctuary and College Flags are not flying)
Benefactors Weekend	During July	College Flag
Special College Occasions		College Flag

4. Flying the Flag at half-mast

The college flag will be flown at half-mast on the death of a Fellow, Emeritus Fellow, Honorary or Bancroft Fellow, faculty member, current student or serving member of staff of Mansfield College. The flag will be flown at half-mast for 3 days starting from the day the college is notified of the death. The college flag will also be flown at half-mast on the day of the funeral.

The college flag will be flown at hast mast on the death of a serving or former Chancellor or Vice-Chancellor.

The Union Jack flag will be flown at half-mast on the notification of the death of the head of state until Proclamation Day, which will be followed by the college flag being flown. The Union Jack flag will also be flown at the death of a leading member of the Royal Family.

5. Ad hoc requests to fly a flag

If a fellow, or the JCR or MCR Bench, wishes to request that a flag be flown outside the parameters of this policy, any such request shall be sent to the Principal's Executive Assistant, and put on the agenda to be considered and determined by Governing Body at its next meeting. If the request concerns a request to fly a flag on a date before the next Governing Body meeting, and the Principal considers that it is one which should be considered before the next Governing Body meeting, the request will be considered and determined by circulation.