

Where to Find Articles for Palatinate

Local news websites:

The Northern Echo: <https://www.thenorthernecho.co.uk/news/local/northdurham/durham/> - Note that some articles are placed behind a paywall so you may have to use incognito tabs to access them. Make sure to use the Your Town feature to find Durham-specific articles.

The Chronicle: <https://www.chroniclelive.co.uk/all-about/county-durham>

Durham County Council: <https://www.durham.gov.uk/news>

Council Planning Applications:

<https://publicaccess.durham.gov.uk/online-applications/search.do?action=simple&searchType=Application> - You can check this website for more info if you're doing any article about a new building or construction. It's also good to occasionally check to see whether the University has filed any applications – especially concerning new accommodation or colleges.

Google News: <https://news.google.com/topstories?hl=en-GB&gl=GB&ceid=GB:en> - You can use this to search for stories about Durham/University from a wider range of sources.

National news education websites:

The Times: <https://www.thetimes.co.uk/society/education>

The Telegraph: <https://www.telegraph.co.uk/education-news/>

The Guardian: <https://www.theguardian.com/education>

Times Higher Education: <https://www.timeshighereducation.com/>

The Independent: <https://www.independent.co.uk/news/education>

BBC: <https://www.bbc.co.uk/news/education>

Facebook (Follow these accounts):

- Students' Union (Add every Students' Union Officer's facebook account)
- Durham University accounts
- Durham Union Society
- Durham Constabulary

- All the student politics pages e.g. DULC and DUCA
- Associations and Clubs eg. Working Class Association, Durham LGBT+ Association and 93% Club
- Colleges JCR and MCR pages
- Join the “Gripes and Grumbles” page for Durham, very good for a perspective of Durham from local people.
- Also keep an eye out on Facebook events that are posted regularly, you can search these by location.

Twitter:

- Follow pretty much the same as Facebook
- Julia Atherley (ex Editor-in-Chief and News Editor) put together a good list you should follow: https://twitter.com/julia_atherley/lists/durham-news
- Trying using Tweet Deck. You can search in a 5+ mile radius of a location for keywords in tweets eg. “Durham uni” or “rugby club” to possibly find leads.

Other Sources:

- Use your connections to find stories, confirm leads and get comments.
- Do also try and attend other events around Durham that you normally wouldn’t go to – such as JCR meetings – and get talking to people. Most of the best stories come from conversations with people at events or from people messaging you because they see your name next to a previously written article. *(In that sense, do add “News Editor at Palatinate” to your social media profiles, it does help).*
- VC Townhall meetings are a really useful way to get information – they don’t happen very often and they’re often early in the morning, but very useful to go to.
- Do also get talking to staff members, when it comes to failings of the University, academics and support staff are normally more than willing to talk about them *(Note that there are legal considerations when doing this – see below).*
- If you speak to someone you don’t know, it’s worth asking if they have a pronoun preference so you don’t misgender them in an article. If they’re anonymous, that won’t be an issue in an article because you’ll just use ‘they’ anyway.

- Emails from departments or the University. (The nationally covered 8am lectures story came from an email to all students from the uni)
- Emails from individuals wanting to talk.
- Gossip/rumours. Look into these and try to find evidence.
- Public events
- Council meetings

Other things to consider that you may need to include in your articles:

Comment Requests

We will frequently need prominent figures, societies, and organisations, as well as the University, to provide comment on our articles. These should be sent from the main News Editors email, where previous comment requests can be found for guidance. They should:

- Have a brief explanation of story
- Include as much detail as possible in explanation - especially details/stats you will include in the headline
- End with 2-3 questions surrounding the content of the article
- Make sure questions aren't leading (they should be as open as possible)

If an article is making accusations about an individual or an organisation, we need to ask them for comment. As always, talk to an editor if you need a second opinion.

Legal Considerations

- While you can speak to University employees casually about potential stories, officially we are not allowed to ask for a direct comment for our articles. This is because we have an (informal) agreement with the University that any comment requests that involve University staff or departments must be sent in a specific way.

-Currently, this means we are allocated three comment requests to the University every other Monday (we occasionally send off urgent CRs if needed) - therefore if your article needs a comment from University staff (this includes JCR execs for example), please have it ready for an editor to look at beforehand.

-As mentioned before, any article that could bring a subject into disrepute requires a comment from the affected individual or group. Please remind yourselves of the legal training you received this year every now and again, to ensure we are not at risk.

-Some articles require extra consideration, such as court reporting (needs to be extremely accurate) and investigations (could risk defamation). Do always double check with an editor if you need support.

Investigations and Freedom of Information requests

Under the Freedom of Information Act 2000, we can ask the university for information they store.

This is a big source of information that can potentially lead to investigations and more popular articles. There are some limits to this such as information cannot breach an individual's privacy and they can refuse requests if they plan on publishing the information or if it would take them more than a certain number of hours to complete.

We have a template for making these and will help you write them if you need. They can be a brilliant basis for a story, so it's good to always have a couple on the go, as they take a while to respond (20 working days). We can also FOI other universities for comparisons.

(This is a touchy subject at the moment, so let an editor know if you want to send off a FOI first! This includes our dedicated investigations editors; they are more than willing to provide support)