



# **SHINFIELD PLAYERS THEATRE**

Shinfield Park, Whitley Wood Lane, Reading. RG2 9DF



## **MEMBERSHIP CODE OF CONDUCT**

At Shinfield Players Theatre, we strive to create an inclusive and welcoming environment for all members. We believe in fostering a culture of respect, collaboration and creativity. To achieve this, we have established the following code of conduct which outlines the expected behavior and guidelines for all members:

### 1. Respect and inclusion:

- Treat all members and volunteers with kindness, respect and empathy regardless of their background, age, gender, identity, sexual orientation, race, ethnicity, religion or ability.
- Embrace diversity and promote a safe and inclusive space for everyone to participate, contribute and thrive.

### 2. Communication:

- Maintain open and constructive communication with fellow members, encouraging a culture of active listening and understanding and be mindful not to cause upset.
- Resolve conflicts peacefully and respectfully, addressing concerns privately and seeking mediation through Committee channels when necessary.
- All written communication in emails, text and on social media should be respectful and non-confrontational.

### 3. Collaboration:

- Foster a collaborative environment where everyone's ideas and contributions are valued.
- Encourage teamwork, cooperation and support among members to create high-quality productions and performances.
- Volunteer to help Front of House, backstage or with chaperoning whenever possible.

### 4. Professionalism:

- Pay your membership, show levy and for any scripts by the third rehearsal.
- Arrive on time to rehearsals, meetings and performances.
- Be reliable and fulfill commitments to the best of your ability, keeping in mind the importance of every member's role in the overall success of the society.

### 5. Safety:

- Prioritise the physical and emotional safety of all members.
- Report any observed hazards or potentially harmful situations to the Committee via email so they can be dealt with swiftly.

### 6. Confidentiality:

- Respect the privacy and confidentiality of fellow members, both in and outside the theatre.
- Do not share personal information about members or sensitive discussions without their explicit permission.

### 7. Costume and stage etiquette:

- Handle costumes, props and other materials responsibly and with care.
- Respect the stage area, backstage, dressing rooms and foyer; keep them safe, clean and organised.

### 8. Inclusivity and casting:

- Embrace inclusive casting decisions, considering a diverse range of performers for each production.
- Avoid discriminatory practices which may exclude members based on protected characteristics or abilities.

9. Feedback and critique:

- Provide constructive criticism in a supportive and respectful manner.
- Receive feedback openly, recognising that it is essential for personal growth and the improvement of productions.

11. Compliance:

- Adhere to all relevant laws, regulations and policies governing the activities of Shinfield Players Theatre.
- Follow the guidelines and instructions provided by the Committee.

11. Health:

- We need to get the right balance between being able to rehearse whilst protecting the rest of the cast from illness and infection. This is particularly important in the run up to shows when rehearsals become more intense.
- As a rule of thumb, if you are too ill to go to work or college, you are too ill to attend rehearsals. For example, you **MUST NOT** attend if you have a fever, influenza, a notifiable infectious disease, diarrhoea or vomiting and please let your director know.

12. Alcohol

- Whilst we are a licensed property, and alcohol can be consumed on the premises, drinking can affect performance and judgement, putting yourself and others at risk and lead to disrespectful and unsafe behaviours.
- For the safety of yourself and others, members should make sure that they are not intoxicated when they are at the theatre to rehearse or perform.

13. Children and Young People

- Adult members should not contact minors (members under 16) or enter into any dialogue using any form of social media. They should not make or accept friend requests on Facebook or any other platform with minors.
- Ensure that photographs and videos of young people under 16 are only taken and/or uploaded onto social media with the written permission of the parents or carers.

14. Photographs and Videos on Social Media

- When posting pictures of performances or activities, ensure that you comply with any licensing conditions for the production and that subjects in any pictures are aware of the photography and respect their right not to be in the photo. (See also section 12)

By signing and adhering to this code of conduct, you contribute to creating a vibrant and inclusive community within our theatre. Let us celebrate our shared passion for theatre and nurture an environment where every member feels valued and encouraged to participate.

Any instance considered a breach of this code of conduct should be reported to the Committee via [secretary@shinfieldplayers.co.uk](mailto:secretary@shinfieldplayers.co.uk) for the necessary action. Dependent on individual circumstances, the Chairman may take the decision to revoke the membership privileges of persons involved.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_