

Horncastle Theatre Company – Code of Conduct

Introduction

In this document, 'Individuals' shall be taken to mean, Members of the company, children or young people, customers and any person who has cause to have dealings with the theatre in anyway.

It is the aim of Horncastle Theatre Company to create a supportive and respectful environment where people are able to access our facilities to further their understanding and enjoyment of theatre, the arts and the creative process.

Intent

It is the aim of

Horncastle Theatre Company to ensure through this Code of Conduct that, the desired standards of ethical conduct, behaviour, business dealings, social and interpersonal interactions are maintained and to provide a general guide as to what constitutes acceptable and unacceptable behaviours or actions by -

- Providing an opportunity and environment for people to talk to others about any concerns they may have;
- Providing an environment that encourages Individuals to feel comfortable and confident by challenging bullying and any attitudes or behaviours that may be discriminatory in any way (e.g. racial, sexual or homophobic, or in relation to disability, etc.), or that compromises the dignity or self-worth of others whether verbally, written or electronically communicated – *'Remember that others may misinterpret your behaviour and actions regardless of how well intentioned they may be'*;
- Taking seriously allegations, suspicions or concerns about abuse by any person that is reported, following appropriate procedures;
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- Risk assess all situations, activities to ensure all potential dangers have been identified and the risks minimised;
- Documenting known risks and hazards, and effect suitable controls

Respect, Tolerance and Understanding

Individuals shall have respect, tolerance and understanding towards other Individuals regardless of their background, ethnicity, religious belief, gender, appearance or capabilities.

All Individuals shall always:

- Treat everyone with respect and dignity;
- Respect and be sensitive to individual beliefs; faiths and religions;
- Act as a good role model;
- Respect a person's right to privacy;
- Adopt a zero-tolerance towards -
 - the influence of prohibited substances, recreational or social drugs at any time in the Lion Theatre or any activity associated with Horncastle Theatre Company
 - bullying or passive-aggressive behaviours, whether verbal, written or electronically communicated (Email, Social Media, etc.);
 - violence (including domestic violence) regardless if it is physical or threatened (psychological);
 - homophobic or sexist behaviours or comments;
 - belittling and demeaning language or behaviours;
 - racist or religious taunts or incitement;
 - unwelcomed advances or behaviour (repeated) towards another member;
 - mistreatment towards a young or adolescent

member

Individuals should never:

- Permit or accept abusive and discriminatory behaviour or peer-led activities (e.g. initiation ceremonies, bullying, taunting)
- Engage or allow or encourage others to engage in inappropriate behaviour and contact (e.g. physical, verbal or sexual including horseplay)
- Individuals must never physically restrain a child or young person except in response to an immediate or serious threat or hazard.
- Use inappropriate or demeaning language;
- Engage in sexual relationships with young people;
- Make sexually suggestive comments;
- Invite young people to individual homes;
- Allow favouritism to anyone;
- Use drugs or other substances whilst engaged in rehearsal, performance, or breaks between performances on the same day;
- Undermine or criticise others;
- Deliberately put yourself or others into a compromising or potentially dangerous situations;
- Promote your religious or political ideas or beliefs;
- Rely on just your good name to protect you;

Moderation in Public Comment, Publication and Broadcast

Individuals must exercise caution in publishing or broadcasting anything that might be taken to be the viewpoint, opinion or stance of Horncastle Theatre Company. Mainstream media requests should be directed to the Chairman in the first instance. Individuals may be encouraged to participate in co-ordinated marketing and publicity campaigns for our productions and other events.