



Wellbeing and Harassment Policy

1. Purpose

16th Avenue Theatre is committed to a policy to address harassment, bullying and discrimination for the wellbeing of all, including:

- providing an effective and fair complaints procedure
- promoting appropriate standards of conduct at all times
- ongoing assessment of risks surrounding each of our work environment including administrative, workshops, rehearsal, production, and/or performance spaces.

2. Scope

This code of conduct should be understood as being non-binding, in that it does not have constitutional force, is not a prescriptive set of rules for behaviour, and is not a guide to meeting procedure. It is instead a series of expectations.

3. Bullying

16th Avenue Theatre supports a culture of inclusiveness and encouragement. As a result, threatening or bullying behaviour of any kind (whether physical, verbal or digitally) will not be tolerated. This includes bullying related to race, culture, religion, physical appearance, and sexual orientation. We promote the encouragement of people doing their best, and do not tolerate anyone being put down or discouraged for the hard work they are putting into the production.

4. Harassment-Free Environment

16th Avenue Theatre is dedicated to providing a harassment-free experience for everyone, regardless of gender, sexual orientation, disability, physical appearance, race, or religion. We do not tolerate harassment in any form. Harassment and Sexual Harassment behaviours include: (this list is not exhaustive)

- Unwanted behaviour of a sexual nature, which can include inappropriate touching, sexually suggestive comments, gestures, jokes, leering, displaying offensive visual material.
- Sexual harassment through online activities/social media.
- Physical assault, pushing, unwanted touching.
- Threats of violence, harm, or loss.
- Threats of unfavourable or damaging treatment.
- Hostile and intimidating gestures or language.
- Screaming or swearing; or unwarranted yelling.
- Demeaning, degrading and abusive language.
- Inappropriate comments about personal appearance or lifestyle.
- Ridicule, unwelcome teasing, or practical jokes, taunting or mimicking behaviour; by spoken word, email, text, or written/visual material.
- Constant criticism or insults.
- Public reprimands or humiliation in front of others.
- Intruding on a person's privacy by pestering, spying, or stalking.

Behaviours that are not considered Bullying or Harassment include:

- Friendly banter, light-hearted exchanges, occasional compliments.
- Friendships, sexual or otherwise, where both people consent to the relationship.
- Issuing reasonable instructions and expecting them to be carried out.
- One-off forgetfulness, rudeness, or lack of tact.
- Warning or disciplining someone in line with complaints procedure
- Expressing opinions assertively that are different than others.
- Constructive feedback and legitimate advice or peer review.

5. Supporting Children within 16th Avenue Theatre

At times, 16th Avenue Theatre shows include a mixed cast of both adults and children. There will be no tolerance for lewd or inappropriate discussions or behaviour from cast, crew, and production team in productions ESPECIALLY where children are involved.

For safety, no adult who is not a parent, guardian or designated supervisor should be alone in an isolated area with a child or a group of children. This is of particular importance within dressing rooms and backstage.

6. Managing Spontaneity

16th Avenue Theatre is aware that, due to the nature of improvisation and certain types of scripts, that sometimes inappropriate things come out. We trust that you will use your professional judgement as performers and backstage personnel to ensure the work we present does not become inappropriate or harmful whether on-stage or off.

In a workshop or rehearsal situation, we encourage you to state clearly, and remove yourself from a scene if you are finding it personally offensive or uncomfortable. For others present, including the scene partner, you need to accept and respect the individual's choice in that moment. If further discussion is needed, this should take place as soon as possible. If it can be handled quickly, then it should be done straight away, or time should be set aside at the end of the workshop/rehearsal.

7. Communication

In order to promote a culture of respect and personal safety, gossip should not be engaged in. This does not include when you are supporting others in difficult situations, to resolve concerns or debrief.

8. Drugs and Alcohol

16th Avenue Theatre does not permit the possession or consumption of drugs and alcohol prior to or during rehearsals, production meetings and performances. As the theatre is a licensed facility, it is illegal to bring any alcohol on site.

16th Avenue Theatre provides a safe 'after party' environment on the final night of a show. This takes place at the theatre and consists of a formal part of the evening followed by a supper. If cast members choose to move the venue of the 'after party' following the formal part of the evening, we would expect a continued level of behaviour and conduct to remain in place. However, 16th Avenue Theatre takes no responsibility once individuals are off site.

9. Raising Concerns

If you have issues with other cast members, crew, or members of the production team, this should be raised through the appropriate channels. In the first instance, the director or production liaison committee member should be approached. If you do not feel comfortable doing this, you are welcome to approach any member of 16th Avenue Theatre's Committee with your concerns.

Refer to the 16th Avenue Complaints Policy

10. Consequences

16th Ave Theatre reserves the right to apply a consequence to any member found to be breaching the expectations of this policy. These may include but are not limited to:

- Immediate removal from the environment
- Formal written warning
- Withdrawal from the current production
- Withdrawal from 16th Ave Theatre events i.e.
 - AGM, Pack-outs, Members Nights
- Suspension from involvement with 16th Avenue Theatre productions for a period of time and/or permanently

11. Related Documents

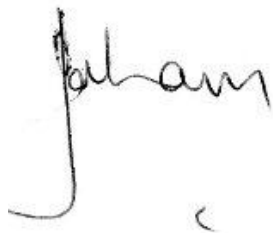
This policy should be read in conjunction with the following:

- 16th Avenue Theatre Constitution
- The Working with Children Policy
- 16th Avenue Theatre Complaints Policy
- 16th Avenue Theatre Code of Conduct Policy

Policy updated by Heather Graham 27 May 2021

Adopted at the Management Committee Meeting: 28 June 2021

Review Date: June 2026

A handwritten signature in black ink, appearing to read 'Heather Graham', with a small mark below it.