



Show/Rehearsal specific policies

SMTC members are expected to treat one another positively at all times, both in person and online and on social media platforms. It is important to remain polite, respectful and supportive. Members are reminded that their personal conduct can impact on SMTC. Should criticism be necessary, it should always be constructive and not personal.

We will be respectful to the director and creative team at all times. We will accept the decisions of the casting committee with good grace.

We will keep the working environment safe and tidy for everybody else by

- Putting all litter in bins provided and clearing up any spills immediately.
- Not leaving props, costume items, cups etc. anywhere other than designated places.
- Taking care when bringing drinks into the rehearsal space.
- Washing and drying up any cups and utensils you use.

During rehearsals and productions, it is important that full attention is given to the activity taking place. This is essential for everybody's health and safety and to ensure effective use of everyone's time.

- Please ensure you attend all rehearsals promptly and follow any absence procedures should you be unable to attend (all absences should be reported to a member of the production team at the earliest possible time to allow for planning)
- Please avoid excessive use of mobile devices during rehearsals (unless for show specific reasons), especially when your participation is required.

Where minors are present at SMTC activities it is essential that the conduct and language of older members is appropriate. It is also important not to take any photographs or video of minors under the age of 16 without consent.

Donations to support the cost of tea and coffee provided is always welcomed

Cast and absence procedures

Revision of Cast

The Executive Committee shall, after consultation with the Production Team, have the power to revise the cast from time to time, if any Member to whom a character has been assigned shall, in its opinion, prove unsuitable for the part.

Inclusion in Cast

The Executive Committee will undertake to accommodate all Members into a cast or ensemble role wherever possible. However, should the number of Members auditioning exceed requirements for the production, preference will be given to those Members who, by their general conduct and prompt attendance at rehearsals, have proved themselves to be most efficient.

Rehearsal attendance and show fees

A record of the attendance of Members at rehearsals shall be kept and the Executive Committee shall have the power to prohibit any member whose attendance at rehearsal has irregular. Members absenting themselves from three consecutive rehearsals without notifying the Secretary or a member of the Production Team, may, at the discretion of the Executive Committee, be deemed to have resigned their participation in the work being rehearsed.

All Members taking part in any Production shall be required to pay the show fee, which is due after the successful cast has been announced. This can be paid online either upfront or in instalments, as per the instructions given by the production team, failure to pay this fee by the required time may at the discretion of the Executive Committee result in your expulsion from the production.

As we endeavour to be an inclusive Company, should there be any reason you are unable to pay your show fee in full by the required time for a genuine reason the Executive Committee will attempt to work out a suitable solution for both parties.

Expulsion of members

- a. Any member of the Company who, in the opinion of the Executive Committee, has by their actions misused the privileges of the Company or otherwise brought the Company into contempt or disrepute may be suspended or expelled from the Company.
- b. The Executive Committee may, by unanimous vote, remove any member who has persistently neglected the work undertaken by the Company and any member whose conduct they consider likely to endanger the welfare of the Company.