

Code of Conduct -Foster Arts Music & Drama Association (FAMDA)

Introduction

The Foster Arts Music & Drama Association (FAMDA) is dedicated to fostering a welcoming, professional, and supportive environment for all who participate in our activities. This Code of Conduct outlines the standards of behaviour expected of all members, volunteers, performers, production staff, contractors, and associates involved with FAMDA.

By upholding this Code, every participant helps protect and strengthen the reputation of FAMDA, while contributing to a safe, creative, and enjoyable community theatre experience.

Our Commitment

FAMDA is committed to:

- Promoting dignity, respect, and fairness in all activities,
- Maintaining the highest standards of honesty, integrity, and professionalism,
- Providing a safe, inclusive, and harassment-free environment,
- Celebrating diversity and creativity in theatre practice.

Expectations of Conduct

All Participants must:

- Act with courtesy, respect, and professionalism toward others at all times,
- Work cooperatively with directors, production teams, cast, crew, and FAMDA committee members,
- Commit to rehearsals, performances, and related activities with diligence and enthusiasm,
- Follow the reasonable directions of FAMDA officials, including directors, stage managers, and committee members,
- Respect the property, venues, equipment, and resources of FAMDA and its partners.
- Comply with FAMDA policies and procedures when participating in FAMDA activities.

Participants must **NOT**:

- Engage in harassment, bullying, discrimination, or any intimidating behaviour,
- Use abusive language, behave aggressively, or act in any way that could damage FAMDA's reputation,
- Attend activities under the influence of drugs or alcohol.

Directors and Production Leaders

Directors, stage managers, and event organisers hold leadership roles and are expected to:

- Model respectful and ethical behaviour,
- Promote a culture of teamwork, courtesy, and safety,
- Be mindful of participants' time and commitments,
- Teach and encourage professionalism, stagecraft, and theatre etiquette,
- Ensure participants are informed of this Code and FAMDA's policies.

Respect and Inclusion

All individuals have the right to participate free from discrimination based on gender, race, ability, cultural background, age, religion, or other personal characteristics.

FAMDA will not tolerate:

- Discriminatory behaviour,
- Sexual harassment,
- Bullying or intimidation of any form.

Anyone experiencing or witnessing such behaviour should report it promptly to the Committee, Director, or Stage Manager.

Health and Safety

Everyone shares responsibility for creating a safe working environment.

Participants must:

- Follow all safety instructions,
- Use equipment safely and responsibly,
- Report hazards, incidents, or injuries immediately to the appropriate FAMDA official,
- Complete an incident report if necessary.

Alcohol and drug use during rehearsals, performances, or FAMDA-related activities is prohibited unless sanctioned at official events and consumed responsibly. Strict zero-tolerance applies during youth productions and activities.

Media and Photography

Photography, video recording, or sound recording during FAMDA activities requires prior authorisation by the FAMDA Committee.

Working with Children

All personnel involved with youth productions or activities must hold a valid Working With Children Check as required by Victorian law.

Grievance Procedure

If any participant feels they have been mistreated, unfairly treated, or has any concern, they are encouraged to raise the issue with the FAMDA Committee or a designated contact officer.

All concerns will be treated seriously, confidentially, and with a view toward quick and fair resolution.

Updates

This Code of Conduct will be reviewed regularly to ensure it remains relevant and effective. Updates will be published by the FAMDA Committee, and all participants are expected to comply with the most current version.

Location

A copy of this Code of Conduct is available on the FAMDA web page.