

Sample First Day of Rehearsal Script

The following is a First Rehearsal Script created by Lifeline Theatre In Chicago, which is one of the theatres that has helped write the CoC, and has participated in The Pilot Group (See History of NIOH, page 4). The following is an extension of the “First Day Implementation Notes” described earlier in this document. Pilot theatres have found these support documents particularly helpful. The following is not prescriptive, but is offered generously by Lifeline for use as written, or adapt it to suit your organization.

Staff Member: Lifeline Theatre is one of a number of Chicago theaters participating in *Not In Our House*, a volunteer project to develop and pilot a draft Chicago Theatre Standards for non-equity theaters. You may check out the draft document in its entirety at: www.notinourhouse.org/code-of-conduct-pilot/

The aim of the CoC is to give artists certain Safety and Respect assurances. For example: If there is a fight scene in the show, there will also be a qualified choreographer. If there’s a sex scene in the show, parameters will be agreed upon and safeguards will be put in place to maintain them.

The Code of Conduct contains a number of pledges that we, the producing theater, make to you as visiting artists. Among these is a welcoming environment free of harassment and discrimination.

Since a positive environment is a team effort, we’d like to take this opportunity to read the definitions of harassment aloud to make sure we have a shared understanding. **NAME (show director)** if you could begin, and then everyone else just jump in for a section when you like, no particular order.

Company members read aloud: Harassment includes, but is not limited to:

1. inappropriate or insulting remarks, gestures, jokes, innuendoes, or taunting about a person's racial or ethnic background, color, place of birth, citizenship, ancestry, creed, or disability, ☐
2. unwanted questions or comments about an Artist’s private life, ☐
3. posting or display of materials, articles, or graffiti, etc. which may cause humiliation, offence, or embarrassment on prohibited grounds. ☐
4. Sexual Harassment can be:
 - a. One or a series of comments or conduct of a gender-related or sexual nature that ☐is known or ought reasonably be known to be unwelcome/unwanted, offensive, intimidating, hostile, or inappropriate. Artists have the right to be free from:
 - i. any sexual solicitation or advance made by a person in a position to confer, grant, or deny a benefit or advancement, ☐
 - ii. reprisal or threat of reprisal for the rejection of a sexual solicitation or advance where the reprisal is made by a person in a position to grant, confer, or deny a benefit or advancement. ☐

- b. Sexual harassment includes but is not limited to:
- i. unwelcome remarks, jokes, innuendoes, or taunting about a person's body, attire, gender, or sexual orientation,
 - ii. unwanted touching or any unwanted or inappropriate physical contact such as touching, kissing, patting, hugging, or pinching,
 - iii. unwelcome enquiries or comments about a person's sex life or sexual preference [orientation],
 - iv. leering, whistling, or other suggestive or insulting sounds,
 - v. inappropriate comments about clothing, physical characteristics, or activities,
 - vi. posting or display of materials, articles, or graffiti, etc. which is sexually oriented,
 - vii. requests or demands for sexual favors which include, or strongly imply, promises of rewards for complying (e.g., job advancement opportunities), and/or threats of punishment for refusal (e.g., denial of job advancement or opportunities).

All or part of the above grounds may create a negative environment for individuals or groups. This may have the effect of "poisoning" the work environment. It should be noted that a person does not have to be a direct target to be adversely affected by a negative environment. It includes conduct or comments that create and maintain an offensive, hostile, or intimidating climate.

Staff Member: Thank you. Negative comments or actions often occur accidentally – but even when that is the case, if we don't address them in the moment it can start a slide into a less professional room. (please Oops and Ouch approach)