



Code of Conduct

This document details what you can expect of us (Stevenage Lytton Players) and what we expect of you as Members and Friends

January 2025 by the committee

Review date - January 2026

What you can expect from us:-

- An induction to the Stevenage Lytton Players, including a tour of our centre
- A responsible approach to Health and Safety at Work, Safeguarding, Equality Diversity and Inclusion and other policies, found here <https://www.lyttonplayers.co.uk/policies> including regularly reviewed policies to protect members and other users of our theatre
- Access to our policies via our website
- An environment that promotes equality, fairness, dignity and respect for all, free from bullying, harassment and discrimination and one where the contributions of all are recognised and valued
- A zero-tolerance approach to aggressive, verbal, racial or physical behaviour, as well as illicit drug use or alcohol abuse, either on the premises or prior to attending our centre. Any such behaviour, or reasonable suspicion of such behaviour (CCTV images may be used as part of investigations into alleged breaches), may result in the immediate ejection from the premises and termination of your Friends/membership.
- Training in theatre skills (e.g. lighting, sound, set-building), bar, Front of House, Box office, wardrobe and costume management, props management etc to develop your skills, if you desire
- Support and assistance for Members and Friends with any disability or specific need, to enable accessibility to our theatre and as many Sections as possible, providing it is safe to do so and complies with our Health and Safety at Work policy
- Regular timely communication via our social media platforms, email and in centre noticeboards, on upcoming shows, audition details, events, fundraisers, news and general information
- The opportunity to provide, confidentially, feedback on any aspect of Lytton Players via our feedback box in the bar, to improve our services
- The opportunity to request a confidential meeting with the Membership Manager or Exec to address any grievances you might have
- Appropriate insurance cover for members, Friends and visitors to our theatre. Members and Friends are covered by separate insurance undertaking voluntary work, as long as such voluntary work is approved and authorised by Stevenage Lytton Players



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- Discounted hire rates for our venue for your event e.g. party, wedding, christening etc
- Entitlement to attend our AGM – Members have an additional entitlement to vote at these meetings.

What we expect from you:-

- Abide by this Code of Conduct, and the policies and behaviour-standards of our society including those listed above, and assist us with fulfilling our commitments to members, Friends and visitors to our theatre
- Interact with other members and visitors with respect.
- Volunteer some of your time to support the various Sections beyond just performing, for example helping with a get-in or doing a bar shift. Full training will be given
- Abide by the rules of any theatres we use, for example, The Gordon Craig theatre
- Attend rehearsals/ meetings/ events on time and as agreed and, when this is not possible, give reasonable notice to the organiser, as advised
- Provide up-to-date contact and emergency contact information as necessary
- Pay any fees due in a timely manner (within one month of your annual renewal date)
- Act as an Ambassador for Lyttons, actively promoting positivity, both within and outside the society, including online
- Be a positive member of Lyttons and raise any issues of concern in a timely manner and using the correct channels, namely a show's producer, Section rep, Membership Manager or Exec as appropriate
- Join our Facebook groups/follow us on social media channels, to keep yourself informed of our activities
- Support the promotion and marketing of Lytton Players online via Like and Share
- If applicable, use our and the mosque's car parks, with due consideration of other users, including respecting accessible "blue badge" parking spaces. Please note, we will not be held responsible for any damage to, or theft from, vehicles parked on our property.