

Cornerstone Performing Arts



Code of Conduct

PROFESSIONALISM: It is very important that we respect our fellow cast/crew members. This includes language and actions. Never argue with the Director / Performance Coordinator from on stage or during a rehearsal. If you have a dispute, please address your concerns with the director before or after rehearsal, or during a rehearsal break. Furthermore, no matter how disappointed you may be in a production, NEVER speak ill of a show in which you are involved in public. This includes social media!

ATTENDANCE: Remember to be respectful of your fellow cast/crew members and be on time. Attendance is very important for a successful show. If for some reason you are unable to make it to a rehearsal, notification must be given to the director or to the production coordinator at least 1 hour prior to the rehearsal. Habitual tardiness or absences may result in dismissal.

PREPAREDNESS: Always bring a pencil to rehearsal and write down your blocking, choreography, etc. Memorize your lines on time. Practice and study outside of rehearsal. As rehearsals may sometimes run long, bring a bottle of water and snack with you just in case you get hungry.

CELL PHONES: Cell phones are not to be used during rehearsals or performances. This includes games, texting, talking, or anything else your phone can do. They are a distraction and using your phone is disrespectful to others and may result in you missing an important cue. Violation of this rule may result in dismissal.

BACKSTAGE NOISE: It should be nonexistent. That means you should avoid all talking, whispering, and laughter while in the wings, green room, and dressing room areas. In addition to this, full cooperation with the stage manager / green room parent is mandatory.

BACKSTAGE DRAMA: Just because we play dramatic characters onstage does NOT mean we must portray them offstage. When you are in a show, the theatre becomes a tiny universe. If love should bloom while in a show, great! Please keep it out of rehearsals and productions. You were cast for your performance abilities. Perform. Everything will still be there when the show is over!

PROPS: Never play with a prop, your own or someone else's. In fact, never touch someone else's prop at all. Furthermore, it is not the stage manager's job to keep track of your props. Always check your own props before each rehearsal and show. Remember where you put them, and ensure that they are stored safely so they are not lost or broken.

TECH REHEARSALS: ALL cast members are expected to attend all scheduled tech rehearsals. During these rehearsals, you are expected to pay attention, not disrupt the rehearsal, and stay close to the stage, because you never know when the director will go back a few scenes to fine tune timing. Be advised that these rehearsals often run late; the more the cast cooperates, the earlier you get to go home. Treat the Tech rehearsals as if they were the actual show.

PERFORMANCES: Call time before a performance is generally an hour and a half before show time. You are required to be at all performances. You have a responsibility to all involved to perform the show as rehearsed and to do your best. The closing night audience members paid the same ticket price as the opening night audience. You should always give your best possible performance.

ADDITIONAL DUTIES: We are a non-profit, volunteer organization. As such, everyone needs to chip in. All cast members will be assigned one or more nights of clean-up duty following performances. On those nights, you may not leave until your job is done. Out of courtesy to staff members, keep post-show socializing to a minimum so that staff may get home in a timely manner. All cast members have cleaning duty on closing night and no one leaves until the entire set has been struck and the theater is in peak condition for the cast and crew of the next production.

BE INVOLVED: Whenever possible, cast members should assist in costuming, set construction and painting, props, and, most of all, publicity. None of these can be done by one person alone and none of us are too big to pitch in and help make our show as successful as possible.

PROHIBITED ITEMS: Plain and simple: Alcohol, Weapons, and Drugs are prohibited. All alcohol and illegal drugs, including marijuana, are forbidden and cast / crew members should avoid the use of all such substances prior to or during a rehearsal or performance. It isn't fair to your fellow cast members, and you may pose a safety hazard to you or others around you.

DISCRIMINATION: Discrimination of any sort will not be tolerated. Anyone in violation of this is subject to immediate dismissal.

VOLUNTEER STAFF MEMBERS: All Volunteer Staff members are required to uphold and abide by the Code of Conduct. Any non-board member volunteer may be privy to a variety of information. This information is to remain confidential – no exceptions.

We are all here to HAVE FUN!!!

*Adapted from “Actor’s Equity Association Actors’ Etiquette”

This code of conduct will be upheld by the directors and board members of Cornerstone Performing Arts.

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Please sign the below statement acknowledging that you have read and understand the Code of Conduct and that you agree to abide by it.

Show: _____

Performer's Printed Name: _____ **Date:** _____

Performer Signature: _____ **Date:** _____

If the performer is under 18 we require a parent or guardian's signature.

Parent Signature: _____ **Date:** _____