

1 GOVERNANCE

GPLT POLICY AND PROCEDURES

1.2.4 Safety and Inclusion Docs to update: production handbook, cast handout, production team handout Approved: August 30, 2023	Last Review: Aug 2023 Review Period: 24 months Next Review: Aug 2025
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PURPOSE

<p>GPLT strives to forge a healthy and creative environment with volunteers working collectively in mutual respect through the following principles; inclusion, physical safety, emotional safety and freedom from violence and harassment.</p> <p>Inclusivity is a universal human right. The aim is to embrace all people irrespective of race, gender, disability, medical or other need. It is about giving equal access and opportunities to people that might otherwise be marginalized.</p> <p>Violence and harassment in any form are not acceptable within the GPLT organization and must be addressed.</p>

INFORMATION

<p>Physical Safety encompasses not only safety in the environment you are physically working in but also safety during direct human interactions.</p> <p>Emotional Safety enables us the freedom to collaborate, dream, be creative, share ideas, feel compassion and express ourselves freely with one another. In a production we might explore our emotions in a way that makes us feel vulnerable. Through empathy, self-awareness and learning self-regulation, we build trust amongst the cast and crew to ensure a positive experience for everyone.</p> <p>Harassment includes any objectionable conduct which may create an intimidating, offensive or hostile environment. It denies an individual the respect and dignity they deserve, affecting overall performance and comfort. Harassment may include unwelcome swearing, remarks, jokes, innuendos, taunting or degrading comments about a persons race, religion, colour, gender, gender identity, sexual orientation, physical or mental capabilities, age, ancestry, marital status, source of income or place or origin. Refusing to work with someone, insulting gestures, words, jokes, pranks which may cause embarrassment, any unwelcome behaviour because of the above.</p> <p>Violence means the threatened, attempted, or actual conduct of a person that causes or is likely to cause physical or psychological injury or harm. Violence can include, but is not limited to, physical attack or aggression, threatening behaviour, verbal or written threats, domestic violence and sexual violence.</p> <p>Worker is a person who is in the employ of the Grande Prairie Live Theatre in the position of a wage earner, contractor or volunteer. Contractor includes all persons who have entered in a contract with the theatre and includes, but is not limited to, artists, designers, Rising Star Theatre (“RST”) teachers and rental clients.</p>

Unwelcome Inquiries or Comments may be about an individual's personal life, physical attributes or appearance. These can be written, verbal or threatening in nature. Unwelcome sexual remarks, innuendo's, gestures, remarks, whistling, or taunting regarding a person's appearance, body, attire, age, marital status or health. It can be as an advance or solicitation made by an individual in a position of power. Express or implied promise or reward for complying with a sexual request, comments unduly emphasizing gender, unwanted advances, touching, patting, pinching, leering, sexual jokes which cause embarrassment, unwelcome displays of pornography, derogatory or offensive graphic materials of a sexual nature.

PROCEDURE

GPLT has put in place Violence and Harassment Reporting and Resolution Procedures which are made available to all Workers along with this Policy. Workers will be required to review and sign the GPLT Commitment to Provide a Safe and Inclusive Workplace contract.

Additional Considerations

If you notice something in the building that is unsafe, it is important to bring it to the attention of the production team.

If you are being asked to do any activity or task beyond your physical capabilities or comfort level, please bring it to the attention of your creative team. Consent is of the utmost importance.

If at any point in time you are uncomfortable with a situation, please talk to your scene partner or creative team to find a comfortable solution.

Steps for Conflict Resolution

1. Address the conflict with the individual(s) involved. If no resolution can be achieved, then;
2. Make the creative team aware of the conflict. If resolution still cannot be achieved then;
3. Contact your Production Rep to make them aware of the issue. The Production Rep may bring your concerns to the board in confidence to attempt a resolution.

If at any time you feel unsafe or if attempting steps 1 and/or 2 may lead to violence or harassment, please feel free to contact the Production Rep right away.

NOTES

Also see Policy 1.2.3. Conflict Resolution, for more information.