

# Warehouse Theatre Company

## CODE OF CONDUCT

*To Prevent Harassment, Including Sexual Harassment, at Warehouse Theatre Company Events.*

### **Who we are:**

The Warehouse Theatre Company (“WTC”) is a non-profit community theater organization, run primarily by volunteers who love theater. It is our mission to engage, enrich and encourage our community through experiences in the theater arts.

### **Our commitment:**

WTC is committed to providing an inclusive, respectful and safe environment at all rehearsals, productions, meetings and other events that occur on WTC property, or in which WTC is involved (“WTC Events”). All participants, including but not limited to actors, production crew, supporting family members (e.g., parents, siblings), board members, employees, volunteers and audience members are expected to behave with integrity and respect toward all other participants.

### **Zero-Tolerance Policy on Harassment:**

Harassment is any improper or unwelcome conduct that might reasonably be expected or perceived to cause offense or humiliation to another person. Sexual harassment is any unwelcome conduct of a sexual nature that might reasonably be expected or perceived to cause offense or humiliation, and may occur between persons of the same or different genders. Harassment may involve conduct of a verbal, nonverbal or physical nature, including written and electronic communications. Harassment of any type, in any form, including harassment because of gender, gender identity and expression, sexual orientation, physical ability, intellectual ability, physical appearance, ethnicity, race, national origin, political affiliation, age or religion, is prohibited and will not be tolerated at WTC Events.

### **If Harassment Occurs:**

If you have experienced or witnessed harassment of any kind at a WTC Event, and you feel comfortable and safe, you can address the matter informally with the alleged offender. Alternatively, you can report the matter to the organizer of the event, or the director or producer of the show. You can also contact Vance Jennings, WTC’s executive director, at [Vance@warehousetheatrecompany.org](mailto:Vance@warehousetheatrecompany.org).

WTC commits to taking appropriate action in response to a participant report of harassment at a WTC Event. Appropriate action may include:

- Instructing the offender to immediately stop the offending behavior
- Suspending or terminating the offender's participation in the WTC Event or refusing participation in future WTC Events, or both
- If the offender is a minor, reporting the behavior to the parent/guardian for appropriate follow-up action
- Other action as needed

If warranted, a participant may report an incident to law enforcement. A participant should never knowingly make a false or misleading claim about prohibited conduct.

**Zero-Tolerance Policy on Retaliation:**

Threats, intimidation and any other form of retaliation against a participant who has made a complaint, or provided information in support of a complaint, are prohibited. WTC and any other entity responsible for a WTC Event will take reasonable, appropriate action as needed to prevent and respond to retaliation.

*This Code of Conduct is not legal or prescriptive in nature; rather, it is intended to make clear WTC's standards and expectations, and its commitment to a positive and safe theater experience for participants. The Code of Conduct supplements but does not supersede the application of other relevant policies, regulations, rules and laws.*