



Code of Conduct

APPROVED CRD, DFMWR

6 SEP 2024

1. Purpose: The KMC Onstage Community Code of Conduct establishes the expectations for procedures, communications, and behavior for all participants in KMC Onstage programs and activities.
2. Applicability: The Code of Conduct applies to all individuals who participate in KMC Onstage programs and activities, including but not limited to employees, volunteers, students, guest artists, and patrons.
3. Goals: The Code of Conduct provides a framework for KMC Onstage to fulfill the Army FMWR mission to enhance quality of life for servicemembers, civilians, families, and retirees in the Kaiserslautern Military Community by creating a safe, welcoming, and inclusive space for creative artistic collaboration and educational development of performance and technical skills, grounded in the principles of equity and justice, to serve the diverse population of the KMC.

4. Rights And Expectations:

Participants have a right to:

- Physical safety
- Emotional safety
- Digital and personal safety
- Express their boundaries
- Have boundaries respected
- Have their effort recognized and valued
- A clean working space
- Maintain the ability to focus on their work during rehearsals
- Opportunities for mediation to address concerns and clarify miscommunications/intentions
- Assumption of good intent behind their actions
- Freedom from providing unrecognized emotional labor
- Have their time respected (not being called unless necessary and feeling safe to be able to not come if they're sick, family emergency, etc.)
- Be addressed in a respectful manner during rehearsals and productions

Participants have an expectation to:

- Behave in ways that prioritize the physical, emotional, and mental safety of all participants and notify chain of command when there are concerns regarding safety
- Assume good intent of all others' actions
- Avoid patterns of behavior that isolate members or negatively impact the cohesiveness of the team
- Request permission before filming or sharing photos/data. Media image release forms apply to photos and video taken for the purpose of promoting KMC Onstage productions and programs. Any video taken for the purpose of rehearsal or class reference (for

example, music or choreography reference videos) should be recorded by the production team/instructor (director, stage manager, choreographer, music director, etc), and must be announced prior to recording. Actors/participants should refrain from recording classes, rehearsals, or any activities unless expressly asked to do so.

- Receive expressions and reminders of boundaries without defensiveness
- Not touch others without prior mutual agreement
- Communicate their own boundaries before escalating to mediation
- Treat all participants as valuable members of the team
- Maintain their personal belongings, costumes, make-up, and props in an orderly fashion; and not eat in costume without a cover
- Avoid distracting others during rehearsal, arrive on-time and ready to work, turn cell phones to do not disturb, only bring non-cast members after clearing with the director (and provide a plan for care if individual is under 18)

Note: visitors are also expected to adhere to participant rights and expectations

- Seek mediation or guidance for conflicts or when necessary to clarify miscommunications/intentions. Only ask personal questions or seek education regarding team members' identities/life experiences when invited.
- Operate from awareness that KMC Onstage programs exist to serve the entire USAG Rheinland-Pfalz community; that theatre is a collaborative art form that requires communication and compromise; and that each individual is an equally valued part of the entire program, deserving of respect, dignity, and consideration.

4. Consequences of not meeting expectations:

When there is an observed pattern of behavior that is not in line with these expectations, the following order of counseling will be implemented:

1. Verbal clarification of expectations, including recommendations for modification of behavior. Initial verbal addressing of concerns should be with the assumption of good intent on both sides, and should be phrased as an opportunity to problem-solve collaboratively, rather than a disciplinary action.
2. Depending on severity of violation, either removal from the cast or written plan, signed by team member.
3. If the written plan is not followed, team member will be removed from the production.

Before being involved in future productions, the individual will schedule a private meeting with KMC Onstage staff to clarify expectations and will begin rehearsals at stage 2 of consequences.

NOTE: An egregious violation of established policy by FMWR, U.S. Army, or Federal regulation may result in immediate removal from a production and/or permanent removal from eligibility for KMC Onstage programming. Examples would be criminal activity or engaging in discriminatory, harassing, threatening or hate speech to another participant, or willfully or intentionally causing harm to another participant.

By signing below, I acknowledge that I have read and will adhere to the KMC Onstage Community Code of Conduct.

Printed Name

Date

Signature

Parent/Guardian signature of minor