



**Gothenburg English Studio Theatre**

**– Code of Conduct for Courses and Workshops**

**Please read and follow these guidelines during your time at GEST. If professional conduct is compromised, GEST reserves the right to refuse or remove participants from the course.**

1. Please note that the doors to the rehearsal space open approximately 10 minutes before the lesson. Please make sure that you arrive at least 5 minutes before class begins as the tutor has the right to refuse any late entry to the class.
2. Please prepare any scenes or coursework that has been assigned. It is your responsibility to ensure you are fully prepared for each session.
3. If you will be late or cannot attend a class/workshop or private lesson, please contact the tutor so that they can adjust their lesson accordingly. In our Intermediate and Advanced courses, if a student fail to attend 2 or more classes without proper notification the teacher has a right to remove participants from the course or workshop. Under these circumstances no refund will be given.
4. Do remember that there are other courses, productions and events going on at GEST and there will often be other performances happening during the time of your course. Please be considerate and mindful of each other and throw away any trash in the bins provided and do not leave any personal belongings on the premises.
5. Please do not eat food in the studios, on stage or in our rehearsal rooms.
6. Alcohol and other drugs are prohibited on our premises. This also applies to intoxication of any kind. Participants suspected of being under the influence of drugs or alcohol during lesson time or on GEST premises will be removed from the course.
7. No violence, abuse, or harassment of any form will be tolerated on the premises. Anyone who exercising these things towards others will be denied to continue on with the courses and legal action will be taken. This applies both to participants and teachers in our courses, workshops, private lessons and other activities at GEST.
8. GEST takes no responsibility for any items brought to, or left on the premises.
9. Participation is at your own risk. GEST is not liable for personal injury or damage. Students are expected to act in a responsible manner in order to mitigate the likelihood of such injuries/damages.
10. Do not bring uninvited guests. Only registered or pre-approved participants may attend classes or sessions. Uninvited guests are not allowed. However, for underage



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students, if necessary, a parent or legal guardian may stay during the session, provided this has been arranged in advance with GEST and the course tutor

11. We ask participants to treat these course sessions with professionalism, and respect the other participants, tutor and GEST staff. At the discretion of the tutor or any other GEST representative, participants whose behaviour is deemed to be detrimental to the quality of the session for the majority may be asked to leave a session and in worst case scenario will not be able to attend the rest of the course. Under these circumstances no refund will be given.

**Thank you for your participating at Gothenburg English Studio Theatre. If you have any questions please do not hesitate to call us on +46 (0) 31 42 50 65 or you can email us at [cld@gest.se](mailto:cld@gest.se).**

### **Community Guidelines**

- Work with kindness, fun, respect, and an open mind.
- Support one another on and off stage.
- Collaborate and listen to your scene partner.
- Respect physical boundaries.
- Prioritise safety and trust.
- Treat risky subject matter with care.
- Help maintain a space free from discrimination or harassment.

Thank you for participating at GEST. For questions, call +46 (0) 31 42 50 65 or email [cld@gest.se](mailto:cld@gest.se).