

Innerleithen & District Amateur Operatic Society

Registered Charity (SC032726)

Members Code of Conduct

General

- All members are expected to treat each other with dignity and respect at all times.
- Any complaints regarding a member of IDAOS should be made to a member of the Committee to be handled as per the IDAOS Complaints Procedure.

Rehearsals

- Members are expected to attend all rehearsals in their entirety, unless advised otherwise by the production team.
- If you are unable to attend a rehearsal you should let the committee secretary know as soon as possible. If you happen to be a principal in the show, then you should also inform the Producer.
- Members are expected to tidy up after themselves to ensure the Library Hall (and any other rehearsal space that may be used) is left tidy after each rehearsal.
- Members must be willing to attend additional rehearsals should they be deemed necessary.
- Members must be able to attend the dress rehearsal and technical rehearsal on the Saturday and Sunday immediately prior to opening night. **These rehearsals can be lengthy and finish late.**

Show Week

- Members must be able to appear in every performance.
- Costumes should not be worn front of house at any time during (or after) a performance (unless required as part of the show).
- You are responsible for knowing your cues, call boys/girls are a backup only.
- Space backstage is limited therefore please don't loiter, only be in the wings when you have to be.
- Cooperate fully with our colleagues in wardrobe, make-up, stage crew, lighting and sound.
- Members are expected to help tidy the Memorial Hall on the Sunday following the final performance.

Social Media

- Members should be aware that photos may be taken from time to time and used in print or in social media. These are necessary to promote the show however anyone with strong objections to their image being used in this way should notify a member of the committee.
- Any members taking their own photos of rehearsals/show week should be mindful of other members wishes as well as the reputation of the society before posting on social media.

Society Fundraising Events

- The society wouldn't exist without fundraising therefore all members are expected to contribute to these events during the year. Contributions can include helping in person, donating raffle prizes, baking etc.
- Helpers at these events should try to wear their IDAOS hooded sweatshirt or polo shirt if they have one.

Society Social Events

- Some events come with a nominal fee for attendance to cover the cost of any food or games provided etc. If you attend please ensure you pay this so the social committee is not left out of pocket.
- While the social Committee are good enough to organise these events, they are not expected to tidy up after other members. Please help where and when you can.
- While social events are intended to be informal and fun, you are still representing IDAOS therefore please ensure your behaviour could in no way damage the reputation of the society within the community.

General Data Protection Regulations

- Innerleithen & District Amateur Operatic Society is required to keep some basic information about Society members. This information will be kept in a secure place. If your information is held on a computer, it will be password protected and only authorised members, as agreed by the committee, will have access to the information.
- The Society will not sell, distribute or lease your personal information to third parties unless you have given your consent to do so or it is required to do so by law. From time to time the Society may use personal data to send you information about Society activities.
- Further details are available at <https://www.idaos.org.uk/gdpr>