

Centauri Arts

Rev Mar 2021

Codes of Conduct for Virtual and In-Person Courses and Camps

Code of Conduct for Participants in Virtual Programs

1. Just before your program begins, we will email you a link to your Zoom meeting and a password. Never share this information with anyone!
2. When you sign into your zoom 'meeting', you will enter a waiting room. The instructor will only admit you to the zoom meeting when they have checked your identity, so please set your full name as the user name on the device you are using.
3. Please arrive on time for your program: late arrivals affect the experience of everyone else! If you arrive late, and the instructor is leading an activity, you may have to wait to be admitted.
4. When you enter a Zoom meeting, you are entering a public space. Before unmuting your microphone and uncovering your camera:
 - make sure you are ready to be seen by others, just as you would when you leave your home.
 - make sure you are in your own space, free from distractions
 - where possible, use earbuds
 - let everyone in your family know you are about to enter a Zoom meeting, out of respect for their privacy.
5. During virtual classes, treat the instructor and all other participants with dignity and respect. Expletives, derogatory comments and any behavior which can be viewed as insulting or dismissive towards others will not be tolerated, either verbally or in the 'chat'. Behavior that is considered offensive by the instructor may lead to you being removed from the group.
6. Never record a virtual meeting, nor share any part of it online, without the knowledge and permission of everyone involved. This applies to the creative work of others, too. For example, if someone shares a poem or piece of art they have created, this is their work – you should not make a copy, nor share it on (for example, through social media) without their permission. Please respect the privacy of others and do not share personal information about them on social media.
7. Material you create should not be shared with others unless you can be certain it is appropriate for everyone. If you are unsure whether creative work should be shared, please ask your instructor.

Code of Conduct for Participants in our Studio Programs

Welcome to the Centauri Arts Academy! This is a creative space in which you can discover more about yourself as an artist, learning alongside top notch arts teachers. It's not school, so we're fairly relaxed; however, we have a few basic expectations to ensure all participants receive benefit from their workshops, camp or retreat.

1. The Centauri Arts Academy is an inclusive space in which every individual is to be treated with respect. Anti-social behaviour of any kind will not be tolerated. A participant behaving in a manner which is insulting, offensive, negatively impacts the experience of others or may risk physical harm to others and/or the space and equipment may be barred from the studio, and could be permanently excluded from the program.

2. Attendance – IMPORTANT!!

We ask that participants try hard to make it to every class, as some projects (such as films and scene studies) continue over several weeks, and an absence is detrimental not just to the individual, but the whole group. If you absolutely have to miss a class, **notify us as soon as possible**. You should do this by calling the office at **416 766 7124**. For classes involving group work – such as Film – your absence will affect others, and you should always **give at least 3 days notice** if you can't attend (except, of course, if you are ill)

3. Punctuality

The Academy studio opens 5 minutes before each workshop. Please arrive at that time. Classes which involve collaboration cannot get underway until everyone arrives; enthusiasm is replaced by frustration when students have to wait!

4. Expectations outside workshop time

In the case of theatre/acting classes, or participants in film programs who choose to take on-camera roles, ***it is a reasonable and important expectation that lines be learned between outside of class times***. Other expectations between classes will be minimal. Occasionally a film instructor may ask for a volunteer to write a short screenplay. Participants are asked to be forthright with their instructors; school work comes first, and if you are too busy that's fine... just tell us.

5. Food and Drink in the Studio Space

Please eat before attending classes at Centauri. For the duration of COVID, no eating/drinking will be permitted in the studio during our regular 2-hour classes. Campers attending our summer day programs or day-long events should bring food and a water bottle, but where possible, the group will walk across to the part to eat. **The Academy is a nut and peanut free facility.**

6. Cell phones

Please leave your cell phone in your bag, set to silent, for the duration of your program, unless the instructor requests otherwise.

That's it! We look forward to seeing you in our Toronto studio!