

Dressing Room Conduct Policy

Policy Title: Dressing Room Conduct Policy

Applies To: All performers, production staff, volunteers, chaperones, and authorised personnel

1. Purpose

The purpose of this policy is to establish clear expectations for the use of dressing rooms within the organisation's rehearsal and performance environments.

Dressing rooms are shared spaces used for costume changes, preparation for performance, and storage of personal belongings and costume items. This policy is intended to:

- Ensure the privacy and dignity of all performers
 - Promote respectful and professional behaviour
 - Maintain a safe and appropriate environment
 - Support efficient performance operations, including quick costume changes
 - Ensure compliance with safeguarding requirements where children or young people are involved
-

2. Scope

This policy applies to all individuals using dressing room facilities, including but not limited to:

- Performers
- Stage management and production staff
- Wardrobe and costume staff
- Chaperones and safeguarding personnel
- Volunteers and authorised support personnel

All individuals are expected to comply with the provisions outlined in this policy.

3. Access to Dressing Rooms

Access to dressing rooms is restricted to authorised individuals only.

Authorised persons include:

- Performers assigned to the dressing room
- Wardrobe and costume staff
- Stage management and designated production staff

- Authorised chaperones supervising children or young performers

Friends, family members, visitors, and audience members are **not permitted** in dressing rooms unless specifically authorised by production management.

Production staff may restrict access further where necessary for safeguarding, privacy, or operational reasons.

4. Privacy and Personal Dignity

Dressing rooms are private working spaces where performers may be changing clothing or preparing for performance.

All users must respect the privacy and dignity of others at all times.

This includes:

- Entering dressing rooms only when authorised
- Knocking and waiting for acknowledgement before entering the “private area” where appropriate
- Avoiding unnecessary presence in dressing areas not assigned to them
- Do not take photographs or video recordings in dressing rooms when people are getting changed.
- Respecting personal boundaries and modesty

Where feasible, reasonable steps should be taken to accommodate individual privacy needs.

5. Dressing Room Set-Up and Changing Facilities

Dressing rooms are arranged to support both the practical needs of performers and the privacy requirements of individuals preparing for performance.

Each dressing room will include a **designated private changing area** where performers may change into show costumes if required. These areas are intended to provide an appropriate level of privacy for costume changes.

The following expectations apply:

- The private changing areas must be respected as **individual privacy spaces**.
- Access to these areas should be limited to the individual using them unless assistance is required (for example, from wardrobe staff during costume changes).

- Wardrobe staff assisting performers should do so in a professional manner and only when necessary for costume preparation or quick changes.

These arrangements are designed to ensure that performers are able to prepare for performances comfortably while maintaining appropriate privacy standards.

6. Standards of Behaviour

All individuals using dressing room facilities must conduct themselves in a respectful and professional manner.

Expected standards include:

- Maintaining a respectful and inclusive atmosphere
- Avoiding disruptive behaviour or excessive noise
- Respecting personal space and shared facilities
- Keeping dressing room areas clean, tidy, and organised
- Following instructions from stage management, production staff, or safeguarding leads

Harassment, bullying, inappropriate comments, or behaviour that compromises the comfort or safety of others will not be tolerated.

7. Food and Drink

To maintain a clean and comfortable environment and to protect costumes and equipment, the following guidelines apply:

- Hot meals and strongly scented foods should **not be consumed in dressing rooms**.
- Drinks may be permitted provided they are in secure, spill-proof containers.
- No Alcohol is allowed back stage.
- No nuts in the rehearsal room.

Where possible, performers and staff are encouraged to consume hot meals in the **designated kitchen**.

8. Quick-Change Arrangements

Productions may require rapid costume changes between scenes.

To facilitate this:

- Designated quick-change areas may be established backstage.

- Only essential personnel required for the change should be present in these areas.
- Wardrobe staff may assist performers with costume changes where necessary.

All reasonable steps should be taken to maintain performer dignity and privacy while ensuring operational efficiency.

8. Safeguarding and Young Performers

Where children or young people are involved in a production, the organisation's safeguarding policies must be followed at all times.

This includes:

- Supervision of children by authorised chaperones
- Appropriate changing arrangements that balance privacy and safeguarding requirements
- Avoidance of situations where an adult is alone with a child in a dressing room unless permitted under safeguarding procedures
- Compliance with all relevant child protection and licensing regulations

Production staff may implement additional measures where necessary to ensure the safety and welfare of young performers.

9. Compliance and Enforcement

All performers, staff, volunteers, and authorised personnel are required to comply with this policy.

Failure to adhere to this policy may result in:

- Restricted access to dressing room facilities
 - Removal from dressing room areas
 - Further action by production management or the organisation in accordance with applicable disciplinary procedures.
-

11. Undergarments and Costume Base Layers

Performers are responsible for wearing appropriate undergarments to support costumes and maintain appropriate coverage during performances and backstage activities.

Undergarments must be **suitable for stage use and appropriate for the production.**

The following guidelines apply:

- Performers should wear full-coverage **underwear**, including full briefs/knickers or suitable pants/shorts where required.
- **Thongs or minimal underwear are not permitted** during performances or rehearsals where costumes are worn.
- Undergarments should provide appropriate coverage and support for the costume being worn.
- Where required, the wardrobe department or production team may provide guidance on appropriate base layers.

These requirements help ensure performer comfort, modesty, and practicality during costume changes, quick changes, and backstage movement.

12. Policy Review

This policy will be reviewed periodically to ensure it remains effective and aligned with operational practices and safeguarding requirements.