

The Sudbury Savoyards

Attendance, Illness & Conduct Policy

We are a community organization, and in that spirit, we need to look out for the health and well-being of each other, including the most vulnerable.

Attendance Policy

- The Sudbury Savoyards cast members make a commitment to excellence in community theater by agreeing **to be present and on time at all rehearsals for which they are called.**
- Planned Absences: The company requests participants have **no more than 3 planned rehearsal absences** and no absences during Tech Week and Performances. The company requires all such absences to be communicated as far in advance as possible.
- Unplanned Absences: We recognize that occasionally something will come up that requires a cast member to miss a rehearsal. If a cast member must miss more than 3 rehearsals (unplanned: emergency or illness-related) or *any* calls during Tech Week, the management team will discuss the individual situation. A consensus is required to allow the cast member to continue on stage.

Respiratory Illness Policy

- In case of an emergency or illness, please contact the Stage Manager or Cast Manager.
- Masks are optional during rehearsal but strongly suggested when community illness levels are moderate to high or in cases of possible exposure to any respiratory illness.
- **If you do not feel well, stay home.** *Symptoms may result not only from COVID, but also RSV, flu, or an unknown respiratory infection. COVID testing may be helpful, but experience has indicated that test results may not be positive until after an individual is already contagious, so testing may not be a reliable method for preventing spread. The best way to prevent spread is to please stay home if you are running a temperature, are coughing or sneezing, or are generally feeling sick.*
 - For any respiratory or other illness, you may return to the production when your symptoms have been improving for at least 24 hours, and you do not have a fever (without the aid of medication).
 - You will be required to wear a mask to rehearsal for 5 calendar days after your return.
 - If your symptoms return or you develop a fever, please return home and repeat. ([CDC](#))
 - Test for COVID, and let the Stage Manager or Cast Manager know if you are positive. The Producer(s) will be providing full disclosure of all positive COVID cases for cast, crew, and orchestra.
 - Everyone involved in the production is required to take a home COVID test before arriving at the theater on the following days: the start of tech week, the day of opening performance, and the first day of closing weekend. Specific dates and updated policies will be included in the *Tech Week Document* (to be distributed later.)

Conduct Policy

- All Savoyards are expected to treat other people and property with respect. Any behavior that results in the disruption of the rehearsals, performance, or other aspects of the production or harms anyone in our community will not be tolerated. Offending participants may be asked to leave the production after discussion with the Chair of the Board of Trustees, Artistic Team, and Producer(s).

The Sudbury Savoyards value our members as unique individuals, and we welcome the variety of experiences they bring to our company. We believe everyone should be treated equally regardless of race, color, religion, age, sex (including pregnancy, gender identity, gender expression, and sexual orientation), marital status, family or parental status, national or ethnic origin, disability, political affiliation, military service, or any other characteristic protected by law. As an organization, The Sudbury Savoyards provide reasonable accommodations for disabilities and sincerely held religious beliefs, observances, and practices. Harassment, discrimination, or intimidation of a member or patron because of any of the above is specifically prohibited.