



**SAVVY
Theatre**

TAKE PART

Volunteering



Creating Community Through Theatre

SAVVY creates ambitious theatre productions with community casts, raising the personal expectations of both those involved, and those who come to watch.

As a volunteer you will be working across our ongoing groups and may be asked to do a variety of tasks, either onstage or backstage. We will not expect anyone volunteering with us to take on the role of a support worker or provide any service you feel uncomfortable with or are unqualified to do.

Prior to your volunteer placement you will have had a discussion with the director/facilitator you have been assigned to, to discuss exactly what you would like to achieve from your time with us and who to report to should you have any questions or concerns.

- **Absences and Lateness;** we ask that you let us know of any dates in advance you are unable to attend or will be unavailable for. If you are running late, please inform the facilitator/director as soon as possible with an estimated arrival time. Any continuing lateness or absence will be taken seriously, and you may lose your placement with us.
- **Attendance;** A record of attendance is kept by the facilitator/director and action will be taken for any individual who has missed three consecutive sessions (without prior notice) or chooses to continually leave a session early. Please see our online [Policy Documents](#) for further details on our general Code of Conduct.
- **Appropriate Clothing;** please wear comfortable and appropriate clothes you can move in – at SAVVY we explore all forms of theatre and sessions can get quite physical and involve a lot of movement.
- **Language and Communication;** we work with all members of the community and inclusively. Please be aware of the language you use within sessions and workshops. Some of our members may struggle with verbal communication, please be patient and do your best to understand – don't worry if you struggle and just ask for support from either the facilitator/director or a care support. If you are unsure of what to say, or feel uncomfortable knowing what words to use, please talk to the facilitator/director (this includes any potentially derogatory terms, sexual language or swearing).
- **Commitment;** At SAVVY, we never expect perfection, but we DO expect commitment. We ask that all participants, including those volunteering, are committed, attentive and enthused within sessions. If you are sat uninterested it can have a negative effect for those participating in the sessions. We also ask that you turn off mobile phones.





We want volunteers to have fun and enjoy their time at SAVVY but to also be realistic to what we expect from you.

If you have any questions or problems please speak to Sheree Vickers, Artistic Director or the facilitator/director you have been assigned to work with.

Thank you and we hope you enjoy your placement with us.

Show Days

Show days are always a lot of fun and extremely memorable for all, and SAVVY values the hard work that everyone puts in to make these shows the best they can be.

There are always people backstage who are more than willing to help if you have any questions regarding the show or the theatre in general. We expect professionalism and commitment from all involved with us so please observe a few points about SAVVY show days.

- Please adhere to SAVVY's Code of Conduct document and any specifics highlighted in the show day Risk Assessment. These will be highlighted by the director/facilitator.
- On arrival, please sign in with our greeters, who will show you where the facilities are and where your dressing room area is for breaks and personal belongings. Volunteers and WEX Placement members please find the director/facilitator you have been assigned to and check in with them. Please stay in your designated area and (if assigned to), support any cast to stay there too. The Director will call them (and you) to the stage when needed. At the end of the day, please ensure your area is left clean and tidy.
- We ask that you please wear all black and, if you have one, a SAVVY t-shirt. If you don't have any plain black, dark

colours are fine, but please avoid light coloured clothes and items with obvious logos on the front.

- **PLEASE REMAIN QUIET BACKSTAGE DURING THE SHOWS** and final rehearsals – this also means switching mobile phones to silent!
- Chewing gum is not allowed in the theatre.
- Please come prepared and bring enough food and drinks for yourself. Remember we are there for at least 6 hours. If you do need to leave the theatre for any reason, as well as signing out of the building, please inform the Core Team member you have been assigned to.

If you know of any changes or problems prior to coming on show day, please call SAVVY on: 07391 997030

Thank you so much for your help and support.





CREATING COMMUNITY THROUGH THEATRE

SAVVY Theatre Company
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Park Lane, Croydon, CR9 1DG

Charity Number: 1179492
Company Number: 6357764

www.savvytheatre.co.uk