



Harassment and Bullying Prevention

PURPOSE

This Harassment and Bullying Prevention Policy (“Policy”) establishes and communicates the Theatre’s policy prohibiting harassment, bullying, and retaliation, in accordance with its Values and in compliance with all applicable Texas and federal law.

SCOPE

This policy applies to all members of the Board of Directors, Officers, employees, performers, contract employees, agents, consultants, volunteers, and others acting on the Theatre’s behalf (hereinafter “We”) in all Theatre performances, classes, events, and other operations arising from its purpose to produce “to be Houston’s most welcoming and inclusive destination for exceptional theatre productions and arts education.” Additionally, this Policy shall apply to all patrons, guests, and members of the public during all such Theatre performances, classes, events, and other operations.

POLICY

The Theatre believes that all people should be treated with dignity and respect. Respect is one of the Theatre’s core values, and is the foundation for how We relate to each other and every person or entity with whom We interact.

It is the policy of the Theatre to provide an environment that is free from harassment and bullying. The Theatre prohibits all forms of harassment and bullying of all people by Directors, Officers, employees, performers, contract employees, agents, consultants, volunteers, and others acting on the Theatre’s behalf. Additionally, the Theatre prohibits all forms of harassment and bullying of all people by patrons, guests, and visitors to the Theatre’s performances, classes, events, and other operations. The Theatre will not tolerate any form of discrimination, harassment, bullying, or behavior that creates an intimidating, hostile, or offensive environment.

It is the responsibility of every Director, Officer, employee, performer, contract employee, agent, consultant, volunteer, and all others acting on the Theatre’s behalf to cooperate in reaching this goal. Harassment is considered a serious act of misconduct and may subject a person to disciplinary action, up to and including termination of employment, termination as a volunteer, removal from the board of directors, and/or exclusion from the Theatre.

As used in this Policy, the term harassment and bullying includes race, color, religion, disability, genetic information, pregnancy, health information, citizenship, marital status, sex/gender, sexual preference/orientation, gender identity, age, veteran status, national origin, or any other status protected by law, regulation, or otherwise generally recognized by the theatrical community.

Some examples of what may be considered harassment include the following:

- Verbal or written harassment. For example, unwelcome or derogatory comments or actions regarding a person's race, color, sex, sexual orientation, religion, ancestry, ethnic heritage, mental or physical disability, age, appearance, or other classification protected by law; threats of physical harm; or the distribution, including by e-mail or other electronic media, or display of written or graphic material having such effects.
- Physical harassment. For example, hitting, pushing, or other aggressive physical contact, touching or threats to take such action, or inappropriate gestures.
- Sexual harassment. For example, unwelcome sexual conduct, whether verbal or physical, including among other things, sexual advances, demands for sexual favors, or other verbal or physical conduct of a sexual nature, whether or not it was designed or intended to promote an intimate relationship.
- Racial harassment. For example, unwelcome or derogatory comments or actions regarding a person's race, color, ancestry, or ethnic heritage; or distribution, including by e-mail or other electronic media, or display of written or graphic material having such effects.

It is important to keep in mind that some works of art and theatrical presentations include harassment, bullying, violence, and other uncomfortable topics as their subject or in furtherance of the artistic and creative message. This Policy does not apply to the extent these activities and/or presentation are part of a script, theatrical performance, or the work of art being performed or studied.

Additionally, it is not considered harassment to enforce job performance and standards of conduct in a fair, objective, and manner consistent with the Vision and Values of Stageworks Theatre.

Those who violate this policy will be subject to disciplinary action at the discretion of the Theatre, up to and including termination of employment, termination as a volunteer, removal from the board of directors, and/or exclusion from the Theatre.

Directors and Officers who fail to report violations by others of which they become aware, will also be subject to disciplinary action, up to and including removal from the Board.

PROCEDURE

Any person who believes he or she is being harassed or bullied should consider telling the offending party that she or he objects to that conduct. This may solve the problem. However, if a person is not comfortable confronting the offending party or if the offending party's unwelcome conduct continues, the person should advise any of the following: his or her supervisor, the Theatre Safety Officer, or any member of the Board of Directors.

Should an allegation of harassment, bullying, retaliation, or any conduct in violation of the intent of this policy or any applicable law in regards to harassment, bullying, or retaliation be made

against any Director or Officer, that Director or Officer shall be recused from any investigation, deliberative process, and any final determination through vote or agreement by the Board of Directors.

All such complaints will be investigated promptly and discreetly. No person will be retaliated against or suffer adverse consequences as a result of reporting any act of harassment, including harassment based on race, color, religion, disability, genetic information, pregnancy, citizenship, marital status, sex/gender, sexual preference/orientation, gender identity, age, veteran status, national origin, or any other status protected by law or regulation. Nothing herein shall be construed to limit or waive any right an individual may have under state or federal law.

DEFINITIONS

Director means someone who sits on the Board of Directors of Stageworks Theatre.

Officer means those individuals who are appointed by resolution of the board of that entity to serve as, but not limited exclusively to, President, Vice President, Secretary, or Treasurer.

Respect means we value diversity and equality. It makes us stronger, more innovative, and better positioned for success. We are committed to inclusion across race, gender, nationality, religion, identity, experience, and any other unique attribute. We are honest with ourselves, welcome different viewpoints, and empower each other to be authentic.

Theatre means Stageworks Theatre, a Texas Non-Profit corporation, its successors and assigns.

Values means Belonging: we are a welcoming place; Respect – we respect each other, their resources, and their time; and Integrity – we do the right thing every time.

APPROVED BY: Executive Committee September 24, 2023