



# PLAY IT FORWARD – Code & Consent Form

Welcome to **Play It Forward** where we provide a unique range of tailored inclusive arts programs, events and projects for all Australians!

**Play It Forward** was created by **Jonathon Welch AM**, our founding Artistic Director, to provide outstanding music and arts programs around Australia that are friendly, accessible, inspiring and educational to all members of the community, irrespective of age, gender, ability or demographic.

The purpose of **Play It Forward** is to reshape the future of how the arts can respond to community and individuals' artistic needs and tastes whilst also addressing current issues.

By constantly exploring and embracing exciting new and emerging trends in contemporary training and performance practices, **Play It Forward** creates and nurtures a flexible, sustainable culture of innovation and inclusion that also helps build resilient 'cultural villages' for the future.

## **CODE OF CONDUCT**

To ensure that our statement of purpose is being met, it is vital all participants, staff and volunteers understand and comply with our Code of Conduct so that **Play It Forward** is always a safe, happy, supportive and encouraging environment for everyone involved.

**To this end, we ask that each participant agrees to follow our “5 PIF PRINCIPLES”:**

### **1. SHOW RESPECT**

Act and speak respectfully. This includes all participants, staff, volunteers and guests by respecting the beliefs, needs and backgrounds of others and by caring for the property and possessions of everyone. Remember that you are an ambassador of **Play It Forward**. Be proud of what you have achieved and learnt and work together to support others to create a great team effort.

### **2. BE ACCOUNTABLE**

Take personal responsibility for your involvement in our programs. This includes attending and being punctual at rehearsals and events, wearing the appropriate attire, listening and following the instructions of your musical leaders and management team, making sure you come prepared (eg. correct music, pencil, water bottle, food, medications as needed, costumes, etc), supporting members of your team, and keeping management informed if you have any issues (we are here to help to you as much as we can).

### **3. BE EMPATHETIC**

Create an inclusive and welcoming environment by maintaining a positive outlook & relationships, being sensitive and supportive to those around you and working co-operatively for the benefit of all participants.

### **4. BE KIND**

Choose your words and actions carefully. As our parents used to say: “If you don't have anything kind to say, don't say anything at all”. Sometimes a smile and saying hello can make the world of difference if someone is having a bad day :)

### **5. HAVE FUN**

Enjoy yourself and have fun! Please always remember that you are here because you have chosen to be, and as much as we want to give of our best all the time, it is important to enjoy the journey and make sure you are having fun along the way!

## **PERMISSION TO USE CONTRIBUTIONS AND TO TAKE PHOTOS, RECORDINGS OR FILM FOR PUBLICITY AND PROMOTION**

Thank you for being part of our Play It Forward program/s. Play It Forward, along with our partner organisations, are keen to publicise and promote our programs, projects and events. As part of this promotion, we request your permission to take your photo, record and film you. These photos, recordings and footage may appear on websites, emails, newspapers, Facebook pages, Twitter feeds, Blog postings etc.

Please read through the following and sign your name if you agree.

### **CONSENT**

I agree that my photo or a video or sound recording may be taken and used by Play It Forward, and/or any of our partners, for publicity or promotional purposes now and in the future.

I understand this means my photo, sound recordings or footage could appear on websites, emails, newspapers, Facebook pages, Twitter feeds, Blog postings etc.

While consent for media release is not a requirement of participating in the project (eg those who opt out of visual images, for instance, will be given the opportunity to step aside or avoided by our photographers), we don't have control over photos or videos taken by others and we cannot guarantee that an individual's image won't be captured.

Please note, you will be given options regarding how you wish your name to be included in printed material.

I release any claim to intellectual property rights for contributions of music and/or words that I create that relate to a Play It Forward project, to Play It Forward. The exception to this is when Play It Forward have contracted someone to write arrangements, music etc specifically for us, and a separate agreement will be entered into.

### **CODE OF CONDUCT**

To ensure Play It Forward's Statement of Purpose is being met, I understand that it is vital that I adhere to Play It Forward's Code of Conduct, outlining my responsibilities in the organisation.

To be eligible to join Play It Forward's programs, I understand that I must first sign that I have read and will adhere to the Code of Conduct. In the event of non-compliance with the Code of Conduct, I accept that the matter will be managed by Play It Forward's Board of Management.

I acknowledge that I have read and will adhere to Play It Forward's Code of Conduct & Consent.

NB: Please tick box upon registration online for electronic acknowledgement or print copy & sign below

**SIGNATURE:** \_\_\_\_\_

**NAME:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PLAY IT FORWARD PROGRAM/S:** \_\_\_\_\_

Please feel free to contact or speak to your Choir/Project Coordinator or our Play It Forward Operations Manager, if there is anything you would like to discuss further.

### **CONTACT:**

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