

**SCHOOL OF FILM, DANCE AND THEATRE (SOFDT) SAFETY POLICY  
FOR FILM, MEDIA AND LIVE PRODUCTION ON-AN-OFF-CAMPUS**

ASU Students participating in film and media projects during a semester must follow the Arizona Board of Regents Student Code of Conduct, designed to balance the rights and needs of the community. Codes of conduct involving such violations as aggravated violence, use of controlled substances, fabrication, reckless conduct, unauthorized use of ASU property, services, campus, facilities and weapons usage can be found in the ABOR policy manual, Chapter 5 – Campus and Student Affairs, section 302 & 303.

One of the following sanctions may be imposed for violation of ABOR Policy 5-303 (Prohibited Conduct): Warning, Probation, Suspension, or Expulsion. Definitions of sanctions can be found in ABOR Policy 5-304 and enforcement of the sanctions can be found under Section D, Chapter, Chapter 5- 401, which guides student disciplinary procedures.

Therefore, the School of Film, Dance and Theatre in the Herberger Institute for the Design and the Arts imposes the following guidelines upon all ASU students participating in film and media projects. **All scripts involving the following elements must be submitted for review** by a full-time faculty member, with recommendations and approval based upon application, email exchange and, if necessary, meeting in-person regarding the script.

**Elements include:**

- 1. Weapons of any kind;**
- 2. Physical Violence of any kind;**
- 3. Use of Pyrotechnics and excessive fire (cigarette smoking excluded)**
- 4. Moving vehicles of any kind (parked vehicles excluded);**
- 5. Reckless conduct of any kind;**
- 6. Casting of actors under the age of 18;**
- 7. Any actions that the student deems a violation of the Code of Conduct.**

It is every student's responsibility to ensure that all film and media projects are produced within the scope of a safe environment. This includes students working on projects for more than 13 (thirteen) hours a day on a single project, proper food and water, and adequate facilities for health and safety. It is expected that students observing violations will inform faculty of all safety concerns that arise.

**I understand and will adhere to this SOFDT safety policy for all productions.**

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Student Name (Print)

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Student Signature

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Date of Signature