

# Alabama Medieval Fantasy Festival Cast Handbook

**We are a volunteer performance group. This book is our attempt to set forth acceptable and standardized guidelines for everyone who works at Faire, with the Crown's gratitude.**

## **Unacceptable behavior from patrons/cast/everyone**

There may be times when an individual member of the public or group behaves in an unacceptable manner. They may cause a hazard to staff and public safety or disrupt shows and performances thus ruining the enjoyment of others.

### **Behavior as listed below is not acceptable:**

- Touching in an inappropriate manner.
- Deliberate pushing, shoving, or hitting.
- Acting in a threatening manner towards cast, staff, or the public.
- Using a prop in an inappropriate or threatening manner
- Running in a manner that will cause harm or damage.
- Willful damage of kingdom props or static displays.
- Manhandling or willfully damaging vendor props or property.
- Removing kingdom or vendor Property (Yes, it's theft and will be prosecuted)
- Deliberately trying to scare or bully others.
- Having a weapon that is not peace-tied or pulling a weapon
- ALL bladed weapons in the kingdom must be peace-tied unless being used in a sanctioned stage show!

**There shall never be a cast weapon pulled in the lanes!**

**Staff members who experience any of the above should do some or all of the following, as they seem appropriate of each situation:**

- Tell the person involved that their behavior is unacceptable at ALMFF
  - Remove your accent and basic faire speech (BFS) and speak to them in modern English so that there is no mistake in intent.
  - Speak sternly but calmly to the person involved.
  - Ask them their name.
  - Inform them of the reasons why you are speaking to them.
  - Warn them the second time that their behavior is unacceptable and they will be evicted if it continues.
- Immediate eviction: Ask them to accompany you to the nearest exit.
  - Seek assistance from a senior member of staff.
- Female members of the Cast who feel unsafe or have been threatened or manhandled – YELL! Sound the alarm, move away from the offender and wait for assistance. **Staff must immediately attend to an alarm and assist.**
- Inappropriate props brought into the Faire by customers should be removed and taken to the nearest exit point for collection at the end of their visit.
- Smokers should be asked in a polite manner to extinguish their cigarette butts in the red buckets provided or risk being removed from the site for littering.
- Alcohol should be removed and the individual reminded that outside food and beverage is not allowed and that they risk eviction from the site.

Remember: Do not get into an argument if possible, **everything you do is in the view and recording area of the public**. If this happens back off and let the offending patron go on and then report the incident to a senior member of staff (who will ensure that the problem is dealt with).

Staff/cast are reminded to use common sense in making a decision, as some actions from the public are purely reactive rather than deliberate. Being able to distinguish between a deliberate act and a natural reaction is an important one. Remember unless you are convinced harm may result from continued bad actions then usually a simple warning for misbehavior is enough to stop any further incidents from occurring.

### **Hand Up:**

Means back off! Immediately stop interacting and move away. Do not give the person another remark, do not use your exit line, just move away.

### **Distressed Patrons:**

Cast members may be required to assist patrons who have become distressed or injured. If this occurs:

- Remove your accent and BFS/go to regular modern English
  - Speak in a calm and reassuring tone.
- Escort the person/persons to the gatehouse, if possible.
- Inform other cast members of issues.
- In the case of injury where the person is unable to walk to the gatehouse summon assistance immediately.

### **Lost Patrons/Children and items**

A lost child in a venue this size is a scary thing. Our goal here is to lessen the traumatic impact on both the child and their parent until they can be reunited.

- Remove your character accent and BFS
- Direct the person to the gatehouse, and accompany them if they are a minor.
- Usually, all an adult member of the public requires is to know that they are on the right track. Our lost person area is at the front gatehouse.
- All lost and found items are to be taken to the gatehouse.

### **Physical Contact**

- Physical contact is to be avoided in most instances and inappropriate touching or rough handling of patrons is strictly forbidden.
- Patrons can be gently touched on the shoulder or arm or ankles, but not the head / frontal or lower region of the body above the knee.
- Remember to be culturally sensitive.

### **Prop Safety:**

- **All weapons at ALMFF MUST be peace-tied unless being used in a sanctioned stage show.**
- **NO swords, axes, or other bladed props may be pulled from their scabbards in the lanes.**
- If you use a prop as part of your act, you are responsible for it.
- Do not point anything directly at another person.
- Be aware of how far your prop extends away from you so as not to contact others.
- Be aware and be responsible for keeping an eye on any static display props in your area.

### **Prop Care:**

- Look after props.
- Report any damage to props, static displays, or malfunctions to senior staff at the close of day. If there is potential for harm resulting from a damaged prop, remove it from use to the front gate, tag it damaged, and report it immediately.
- At the close of ALMFF on Sunday please bring any loaner garb and static display items to the appropriate area for packing and storage. (Front Gate, Ambassadors Tent, Oak Hall)

### **Garb/ Hygiene:**

- Cast is reminded that loaner garb clothing provided is to be treated with care and respect.
- You are always welcome to develop your own character, and use your own costume, BUT it MUST be approved by owners or senior staff first.
- Please maintain the cleanliness of your garb and of yourself. We play in the dark ages but please do not smell like it.
- Place loaner garb on hangers at the ambassador tent
- Keep things tidy. Our kingdom is a magical place, help us to keep it beautiful and clean
  - Place your empty drink and food containers into the Fairy cans. Gently instruct others to do the same. The kingdom hates litter.
  - Clean up behind yourself
  - Remember to wash your food kit.
- Alcohol is permitted on site (the Faire has a beer tent, y'all). The Crown requests that cast & volunteers refrain from drinking until the second Joust (which takes place at noon)
- Cigarette smoking must take place out of view of the public. Butts must be disposed of in the red butt buckets and NEVER on the ground.
  - Pipes may be smoked at any time as they are historically accurate but must be emptied into the red buckets and not on the ground.
- If you smoke remember your breath mints!



