3LF Classes and Workshops: Introduction and Guidelines

Welcome to Three Left Feet Classes and Workshops! This document is your guide to making the most of attending our sessions.
Here, you'll find a few simple guidelines designed to foster a respectful, engaging, and supportive environment. Let's create something amazing together!

Who are we?
Three Left Feet are a theatre company based in Lancaster & proudly serving the North West with a team of expert facilitators. We create and deliver classes and workshops for acting, creative writing, improv, performing, team-building, scriptwork, personal development, produce creative resources and 1:1 sessions (and lots more!).

3LF Group Classes

- Some have never set foot on a stage or written anything in their life! Others have dabbled in, or love taking part in, theatre activities often. We cover an array of genres, topics and skills, so you'll find something new in every class.
- Workshops and classes will be advertised on our social media channels (found at the bottom) and our website.
- We have performances! We have a bigger annual summer showcase, as well as smaller one-off performances throughout the year.
- Sometimes we organise class socials and trips, these will be announced within the class group chat by our facilitators (scroll down to find the link to join).
- You don't need to come to every class if you can't/don't want to - These are drop-in! But 'practice makes perfect' and skills are cumulative.

Rules

- Respect the ensemble: this is a fancy theatre way of saying support your fellow classmates! This includes:
    - Working together and respecting each other's learning journeys
    - Respecting everyone's voice - no speaking over or interrupting each other
    - Embracing mistakes as part of the process
    - Keeping comments supportive and kind
- Respect yourself: make the most out of your learning!
    - We appreciate punctuality
    - Stay present and engaged to get the most out of your session
    - Celebrate your progress and speak kindly about yourself
    - Take creative risks
- Please don't bring food to classes
- Please don't take pictures in class (unless special permission is given)
- Keep topics appropriate - something you think is suitable may be traumatic or graphic for others.

- We do not tolerate abuse or unpleasant language in our classes (or in our group chat) towards members of the class or facilitators. We do not tolerate racism, ageism, sexism, slurs, or any hate speech. Language in a script is treated separately and should also be treated respectfully.

Tips

- Bring water! Being creative is thirsty work!
- A notepad and a pen can be useful if you want to jot down some learning
- If you have a disability or learning difference, let our class facilitator know. We can and will do our best to adapt sessions to a certain extent.
- If you need a second to step out, that is fine!
- Engage with intention!
- Be willing to give and receive feedback! This is how we learn - keep it supportive and realistic.
- Sometimes, facilitators will take photos and videos in class for their own records or for 3LF social media and print. If you don't want to be in these, just let us know :)
- Stay curious! We love it when class members share creative experiences!

Facilitators

A facilitator is similar to a teacher, but rather than telling you exactly what to do, they guide you and your learning! Their job is to provide you with a full and engaging session, explain mini tasks and exercises to you and support you, as well as run the class and make sure everyone is involved and understands.

Our CCO (Chief Creative Officer) and main Facilitator is Eleanor.
Our expert facilitators include Dean, Beth, Catherine, Perry and Martha.

Regular Classes

- Acting Classes @ The Gregson Centre
    - Every Monday, 7-8:30 pm
    - Check our class dates here (we do not run on holidays, for example) > https://www.threeleftfeet.co.uk/acting-classes.
    - £10, cash or card.
    - No need to book.
    - No previous experience necessary.
- Creative Writing Workshops
    - run on an ad hoc basis, please see here for dates and locations > https://www.threeleftfeet.co.uk/creative-writing.
    - £10, cash or card.
    - No need to book.
    - No previous experience necessary.
    - Bring something to write with - paper and pen, a pencil and pad, or a laptop!

1:1 sessions

These sessions are online, hosted via Teams. Your exact details - such as topic, course, dates and times, money and specifics will be in the agreement document before you start.

- Ensure your camera and microphone are working, and use a laptop/monitor so the frame is still and you can see my screen sharing
- Be in a quiet room, not in public or with other people
- These classes last 1 hour, so please turn up on time
- Homework set should be handed in at least 24 hours before your next session

Suggestions
If you have any suggestions for class, such as a topic you want to cover or ways to make our class more accessible, fill in this form:
https://forms.gle/WkWtutkwEg9rCY5WA

Complaints
Should you have a complaint, please read our Complaints Procedure here:
3LF Complaints Procedure.pdf

To contact us, our email is
workshops@threeleftfeet.co.uk

Keeping up with us
If you want to keep up with what we do, you can find us here:

Instagram, TikTok, YouTube, Facebook - @threeleftfeetuk
Website - https://www.threeleftfeet.co.uk
WhatsApp - Creative Classes Community -
https://chat.whatsapp.com/DiZ2i3Xe5N3B5BCKzH4Efk
Find more links here - https://linktr.ee/threeleftfeetuk

