

## 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 classes, whether it's Acting Classes, Creative Writing, or another of our workshops. Here, you'll find a few simple guidelines designed to foster a respectful, engaging, and supportive environment. Let's create something amazing together!

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### Who are we?

Three Left Feet are a community interest company based in Lancaster. We produce theatre and events that transform and transport audiences beyond their everyday reality. Forging opportunities for emerging artists in the North West underpins everything we do.

### 3LF Classes

No one is an expert here: some have never stepped 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!

- Usually held in the Olive Bar and Stage in the Gregson, but sometimes you will find us in the Secret Cinema or the Hall. We may hold sessions in other locations, and these will be advertised on our social media channels and in our group chat (found below).
- Acting Classes
  - Every Monday, 7-8:30 pm
  - Check our class dates here (we do not run on holidays, for example) > <https://www.threeleftfeet.co.uk/classes-and-workshops>.
  - £8, 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 > <https://www.threeleftfeet.co.uk/classes-and-workshops>.
  - £10, cash or card.
  - No need to book.
  - No previous experience necessary.
- Other 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 performance, as well as smaller one-off performances throughout the year.
- Sometimes we organise class socials/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!

- We also have more focused classes at The Dukes on Tuesdays. Find out more here > [https://dukeslancaster.org/events/preview/2192?str\\_id=xapXq3C2jwxJRwQFSPwUp4MA](https://dukeslancaster.org/events/preview/2192?str_id=xapXq3C2jwxJRwQFSPwUp4MA)

## **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 Classes and Workshops Coordinator and main Facilitator is Eleanor.

Our alternate facilitators include Beth, Archie, and Martha.

## **Rules**

- Respect the ensemble: this is a fancy theatre way of saying support your fellow classmates! This includes:
  - Working together
  - Respecting everyone's voice - no speaking over or interrupting each other
  - Respecting each other's learning journeys
  - 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
  - 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 on a script is treated separately and should also be treated respectfully.

## **Tips**

- Bring water! Being creative is thirsty work!
- A notepad is good if you want to pop down some learning
- If you have a disability or learning difference, let our class facilitator know. We can adapt sessions to a certain extent to suit everyone.
- If you need a second to step out, that is fine! Take it at your own pace
- If you are attending a Creative Writing Workshop, please bring paper and a couple of pens to write your work, or a tablet/laptop if this is more comfortable for you
- 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!

### **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://docs.google.com/forms/d/1NMglzU7re0yzy-NCv29BjHPJ25Ip9rdKuoGd17RoH1A/edit>

### **Complaints**

Should you have a complaint, please read our Complaints Procedure here:

<https://drive.google.com/file/d/1Q7HqjtQIvpIqEzoy754UaUts27i6Yd1r/view>

### **To contact us, our email is**

workshops@threeleftfeet.co.uk

### **Keeping up with us**

If you want to keep up with what we do, both during the classes and with our theatre shows and experiences, you can find us here:

**Instagram** - @threeleftfeetuk

**Facebook** - Three Left Feet

**Website** - <https://www.threeleftfeet.co.uk>

**TikTok** - @threeleftfeetuk

**WhatsApp** - Creative Classes Community -

<https://chat.whatsapp.com/DiZ2i3Xe5N3B5BCKzH4Efk>

**Find more links here** - <https://linktr.ee/threeleftfeetuk>

