

## INDUSTRY AND ALUMNI SUPPORT: FACILITIES USE POLICY

### 1. Purpose

The Australian Film, Television and Radio School has a unique relationship with the screen and radio industries. This relationship provides students with access to the work and thinking of the most creative current practitioners and assists AFTRS to fulfil its functions, including the provision of advanced industry-focused education and training.

AFTRS has a strong history of support for our Alumni. AFTRS encourages its' alumni to use AFTRS facilities to support their creative initiatives and endeavours in the screen and radio industries.

AFTRS' Corporate Plan recognises this important relationship through strategy 7 Position AFTRS as a leading international cultural centre of excellence and innovation in education for the screen and broadcast industries and goal 3.4 Support industry-specific events that focus on training and education.

### 2. Scope

This Policy applies to AFTRS Alumni and any person or organisation from the screen or radio industry external to AFTRS requesting to use AFTRS' facilities.

This policy does not cover Public Facing Guild and other Events, Sponsorships, and Collaborations managed by AFTRS Marketing, Open Programs or Industry Research.

### 3. Policy Statement

AFTRS may permit alumni and people and organisations in the screen or radio industries to use AFTRS' facilities if the use assists AFTRS to meet its Corporate Plan objectives to encourage industry engagement with AFTRS, and assists AFTRS to fulfil its functions.

Generally, the areas available for use will be those commonly open to the public, such as the AFTRS' foyer and the cinema theatre, and some meeting and teaching rooms. The use must only be for industry purposes and, usually, non-commercial.

The Director of School Resources or their delegate may approve an industry or alumni request to use AFTRS' facilities. The decision and the terms of use will be determined in their sole discretion, but may take into account:

- whether or not the use assists AFTRS to fulfil its functions and meet its Corporate Plan objectives to encourage industry engagement with AFTRS;
- the availability of the requested facilities and the effect of the use on AFTRS' activities and student life;
- whether AFTRS students' and staff can attend;

- whether or not the use is for a commercial purpose;
- how the use benefits and/or assists the alumni or industry person/s making the request;
- whether approval of the use could adversely affect alternate facilities providers; and
- whether the use could involve activities AFTRS considers likely to be illegal or inappropriate, to conflict with AFTRS' mission, goals or values, or to bring AFTRS into disrepute.

Where the industry use is for a non-commercial purpose a venue hire fee will generally not be charged. AFTRS may, however, impose charges for ancillary costs, such as for a projectionist, security and cleaning.

## Authorisation and Distribution

<b>Authorisation</b>	Chief Executive Officer
<b>Date</b>	9 February 2018
<b>Responsible Officer</b>	Director of School Resources
<b>Minor Amendment Authorisation Date</b>	N/A
<b>Contact Officer</b>	Production Resources Coordinator
<b>Effective Date</b>	9 February 2018
<b>Distribution</b>	Intranet; and AFTRS website
<b>Review Date</b>	9 February 2021 <i>i.e. three years from effective date; earlier or later dependent on external factors such as legislative reform</i>
<b>Current version</b>	Industry and Alumni Support: Facilities Use Policy v1.3_9 February 2018
<b>Supersedes</b>	Industry Support: Facilities Use Policy v1.2 17 May 2016
<b>Associated Documents</b>	Industry and Alumni Support: Facilities Use Procedure

