



## Life Room Etiquette

Almost all life drawing studio etiquette is based on respect for the model. Remember, the models put themselves in a vulnerable position for the benefit of the artists, so keeping models happy and comfortable is our priority. Please always show the utmost respect for all models.

We pride ourselves on cultivating a creative space where our models and students feel comfortable expressing themselves. However, we need the cooperation of all the students, monitors, instructors, and models to keep it this way. Kindly let your fellow community members know if they are breaking a rule or if they are disrupting the session.

If you have any questions or concerns, contact admin staff at [info@gageacademy.org](mailto:info@gageacademy.org).

### Basic Expectations of All Students

We expect all students to keep these rules in mind to keep the room a peaceful place that is conducive to learning. *Gage reserves the right to refuse service or turn away any student.*

### Late Policy

1. If you arrive after the doors have been closed and the session has started, you will be required to wait until the first modeling break before you can enter. There are **NO** exceptions to this rule as it's highly disruptive to other participants and it compromises the model's privacy. If you arrive less than 5 minutes before the start time, your spot may be given to a waitlist student.

### Walk-in and Wait-list Policy

1. Walk-in students are not allowed to join classes or open studio sessions. Wait-list students are also not allowed to join classes or open studio sessions, unless contacted and registered by Gage Administrative Staff.

### Start of the Session

1. Please arrive at least 15 mins early so that you have time to set yourself up in the classroom before the model begins to pose.
2. If you arrive less than 5 minutes before the start time, your spot may be given to a waitlist student.
3. Easel and horse spots are available on a first-come, first-served basis. Horses are typically set up in the front row, standing easels in the back. Please be mindful of other artists in the room. Do not show up late and set up a standing easel in front of other artists without checking with them first.



4. Students must bring all their own materials. If you need to borrow things from another student do that outside of the classroom before the session.

### **During the Session**

1. Limit the conversation to breaks and before/after the session. Artists and models are here to work and excessive noise can be distracting.
2. Please keep your phones on “do not disturb” or vibrate during the session. Loud sounds or music are disruptive.
3. Digital drawing tools, such as an iPad or tablet, must have cameras covered and must be muted or set to silent.
4. Do not take phone calls in the classroom. If you are expecting a phone call, we ask that you step outside the classroom to limit distractions.
5. If you must leave the session early, we prefer that you leave during a break and that you pack up your materials and put away taborets, drawing horses quietly before you leave the room.
6. Don't critique art or model work unless asked. Both Artists and Models are vulnerable in this situation.
7. Monitors work with models to set longer poses. Students should share pose ideas (before class or during breaks) with monitors, not models.
8. Avoid prolonged eye contact during poses unless negotiated ahead of time for purposes of the art. This also goes for both artists and models.
9. Communicate any problems respectfully and privately one-on-one with the party involved. Speak up if you witness behavior that goes against these guidelines. Involve the administrative staff if necessary. We are a community and want a healthy, collaborative and inspiring environment for all.
10. Follow current Gage policies regarding masks. Portraiture and long poses spanning several sessions may require at least some unmasking by the model.

### **Pose Timing and Breaks**

1. Expect pose times for periods of several seconds up to 20 minutes max.
2. There should be a minimum 5-minute break between every 20 minutes of active modeling.
3. Expect a long break of between 10-15 minutes about halfway through the class, or after three to four 20-minute pose segments.
4. Models are allowed to leave a pose they are uncomfortable with for any reason. Please respect their choices if they can't hold a pose that you would like to see.

### **End of the Session**

1. At the end of the session, artists are requested to return the taborets, drawing horses, or any other equipment to the place where these items are stored in the classroom.



2. Clean up after yourself and let the monitor or other staff know if you need help or cleaning supplies. Do not leave an unexpected mess for our facilities staff.

## **Harassment Policy**

These are grounds for expulsion from Gage property and a permanent ban from all Gage classes and events. Under NO circumstances is this behavior acceptable.

- Do **NOT** talk excessively or distract models, other students, monitors, and instructors.
- Do **NOT** take photographs of the model. Do not ask the model if you can take a photo as even the request may make the model uncomfortable.
- Do **NOT** photograph or record video while the model is posing. Even if you just want to take a photo of your work please wait until a break or after the class.
- Do **NOT** touch the model. **NO** exceptions. Do **NOT** invade the model's personal space, this includes the model stand. This also includes any time you see the model before, during, or after the session, in any environment.
- Do **NOT** ask the model out on a date or ask any personal questions. This is a professional and academic environment and should be always treated as such.
- Do **NOT** make flirty/rude/sexual comments about the model's body or appearance. If you would like to compliment the model's work, keep the language artistic and respectful rather than referring to attractiveness.
- Do **NOT** bring drugs or alcohol into a session unless explicitly allowed by Gage staff (ie. Drink and Draw).
- Do **NOT** bring weapons or firearms onto Gage property.
- We do **NOT** tolerate harassment, violence, racism, sexism, homophobia, transphobia, and any other bigotry against other students, monitors, instructors, models, and staff at Gage. If you have concerns or need support, please reach out to a Gage staff member.

## **Basic Expectations of All Models**

We expect all students to keep these rules in mind to keep the room a peaceful place that is conducive to learning. *Gage reserves the right to refuse service or turn away any model.*

## **Late Policy**



Model will be terminated if:

- Model is more than 5 minutes late to a class more than once.
- Model does not provide 24-hour notice to cancel a booking - unless under extenuating circumstances.
- Model is a no-show.

### **Start of the Session**

- Please show up no later than 10 minutes before a scheduled session in order to find your room, get changed and be ready to start poses as close to class/session start time as possible.
- Indicate to the Instructor/Monitor how you would like to be addressed; name, pronouns, etc. at the beginning of the session.
- Bring a robe or other garment to cover your body (both top and bottom for all models) and change into it, out of sight from the group, in a bathroom or other space provided.

### **Harassment Policy**

These are grounds for termination with Gage and a permanent ban from all Gage classes and events. Under NO circumstances is this behavior acceptable.

- Do **NOT** talk excessively or distract students, monitors, and instructors.
- Do **NOT** wander around naked anywhere other than in pose. Wear a robe on breaks.
- Do **NOT** take a photograph of artists' work without their permission.
- Do **NOT** share the artist's work on social media without their permission, giving them credit and preferably a link to their site.
- Do **NOT** touch students, monitors, or instructors. **NO** exceptions. Do **NOT** invade others' personal space.
- Do **NOT** ask students, monitors, or instructors out on a date or ask any personal questions. This is a professional and academic environment and should be always treated as such.
- Do **NOT** make flirty/rude/sexual comments to students, monitors, or instructors.
- Do **NOT** bring drugs or alcohol into a session unless explicitly allowed by Gage staff (ie. Drink and Draw).
- Do **NOT** bring weapons or firearms onto Gage property.
- We do **NOT** tolerate harassment, violence, racism, sexism, homophobia, transphobia, and any other bigotry against other students, monitors, instructors, models, and staff at Gage. If you have concerns or need support, please reach out to a Gage staff member.



Thank you for being a respectful and engaged member of our artistic community. We value your effort in upholding Gage's core values of Community, Creativity, Collaboration, and Accessibility.