

Studio Regulations WiSe 2020/21

During the Semester:

BA Home Studio*	US 11 & US 10 & US 3
maC Home Studio	US 12 & ZIN (Zinnowitzer Str. 11)
SODA Home Studio	US 8 & US 9 & SEM 2

*BA3 Students have the Milhof Aula reserved and should book first there. Only if there's no space available left, they can book in their respective BA home studio.

Following the COVID 19 safety measurements. The **Studio Booking rules** for the Vorlesungsfreie Zeit (Until end Sep 2020):

For BA, SODA, MAC students: Studio use times: Monday to Saturday, 9:00am - 10:00pm.

- For all Student bookings of their rehearsals a limited number of HZT students are allowed to be in the studios at the same time:
 - Studio 8+9+3: max. 4 Persons.
 - Studio 10 : max. 2 Persons.
 - Studio 11+12: max. 7 Persons
 - Sem- Raum 2: max. 2 Persons
- You can book your own programs Home Studios: until **19.02.2021**.
- For each booking/rehearsal, the student is responsible to have all persons present in the studio fill out the documentation-list, with the full names and contact details and signature. The forms you find lying on top of the letterbox in the Foyer before studio 10. And the filled out forms please put inside of the letterbox after each rehearsal.
- No HZT-external collaborators/guests can be attending a student rehearsal rehearsal in wintersemester 2020-21. Any mentors/ collaborators that are registered through a HZT contract, should be mentioned in a student booking,

whenever they attend in a studio.

Every google calendar booking by a students needs to be made in the following format:

STUDIENGANG (BA / maC / SODA) - Full Name of the Student (+ Full Name mentor / collaborator - only with HZT contract)

Due to Corona restrictions no HZT Alumni and no guests, friends, visitors can enter the Studios.

If you have questions about studio booking, please send an email to:

studio_booking@hzt-berlin.de

General Rules

1. Do not eat in the studio
2. Take only bottles that you can close into the studio. No cups, or glasses
3. Leave the studio clean. Take out your trash before you leave.
4. Take care of the floor
5. Turn off the lights before you leave
6. Turn off the speaker, sound system before you leave
7. Take care that the emergency route is free
8. The heaters/ radiators shouldn't be covered by curtains
9. Take care of the sound volume ! -> see "sound volume regulations"

COVID 19 - Safety Rules.

1. No staying around in the foyers (in order to prevent groups forming).
2. Please wear month-nose-masks in the foyer.
3. During talks (without movement) etc. a minimum distance of 1.5 m must be maintained.
4. During dance a minimum distance of 6 m must be maintained.
5. Between two studio bookings 20 minutes of room ventilation is obligatory. And will be calculated by Studio Booking SHK at the time of making the booking.
6. Please note: upstairs in the changing rooms only 2 persons at a time are allowed.

Maximal booking capacity

BA 2 and BA 3 students may book studios up to 8 hours/week (subject to available

studio-times). Exceptions are communicated for specific periods and year-groups.

BA 1 students will only be able to book studio-space as of March 2021.

SODA-students may book studios up to 10 hours/week.

Cancellation/Delay

If you need to cancel a booking less than 7 days in advance please write an email to all students and all alumni. Delete the booking from the calendar always when you have the opportunity

If you need to cancel a booking more than 7 days in advance , it is not necessary to write an email to all students and all alumni. Please delete it from the calendar.

Please be aware: when you are delayed more than 15 minutes for your studio-booking other students are allowed to take over your booking and space.

If you made a booking during the lunch break please be aware that teachers of an afternoon workshop might use this time to prepare themselves for the class.

Technical maintenance

In every studio technical maintenance can take place during lunch.