

**ARTIST MANUAL  
OPEN TRAINING**



## **Cirque Hors Piste (CHP) Open Training, program description**

CHP open training gives circus artists the opportunity to train independently and to borrow basic circus equipment. In a spirit of exchange and encounter, artists will be able to perfect their art in a friendly and creative atmosphere. A total of 35 hours of training slots are available every week from Monday to Friday.

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## **HOW TO REGISTER TO OPEN TRAINING**

1. Every professional or emerging artist may register to CHP Open Training.
  2. You must read the Code of Conduct before registering.
  3. Choose a subscription package on the online platform (see *Packages and Fees*).
  4. When signing up for the first time, a meeting with the Artist Services Manager will be set up to visit the premises, go through the rules and sign the Code of Conduct and the disclaimer.
  5. In order to practice physical disciplines involving safety risks (acrobatics, hand-to-hand, aerials), an assessment of the artist will be conducted by a person selected by CHP. The artist will have to go through the same procedure for every new discipline.
  6. Book your spot via the online registration platform (see *Packages and Fees*).
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## **PACKAGES AND FEES**

1 DAY	A.M. AND P.M. SLOTS	\$8
1 WEEK	A.M. AND P.M. SLOTS	\$30
1 MONTH	A.M. AND P.M. SLOTS	\$50
1 SEMESTER	A.M. AND P.M. SLOTS	\$120

Packages subscription platform - <https://cirquehorspiste.proinscription.com/abonnement>

\*\*\* For one day registration, please contact the Artist Services Manager.

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## **TRAINING SPOT REGISTRATION**

Registration for the various training slot is mandatory for everyone. There is a maximum of 25 participants per slot.

Time slot registration (must have a package subscription)

<https://cirquehorspiste.proinscription.com/inscription>

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## **SPOT CANCELLATION**

Should you need to cancel your booking, it is important to do so by contacting the Artist Services Manager. Failure to do so will result in a warning. After two warnings, a temporary suspension of the subscription may be considered.

\*\*\* It will be possible to cancel your reservation via the online platform as of September 2023.

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## **COACHING**

In order to encourage the progress of the artists registered for open training, the presence of private coaches is allowed. The Code of Conduct and rules apply to coaches as well as to artists. To encourage a vibrant community life and to help maintain the training space, the coaches have to pay a registration fee. Please note that this fee does not give access to open training for personal practice.

1 DAY	A.M. AND P.M. SLOTS	\$8
1 WEEK	A.M. AND P.M. SLOTS	\$30
1 MONTH	A.M. AND P.M. SLOTS	\$45
1 SEMESTER	A.M. AND P.M. SLOTS	\$100

\*\*\* In the coming months, the rules and prices of private coaching may be readjusted according to the attendance of the space and the needs of the community.

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## **SHARING THE SPACE**

A maximum of 25 artists can be in the gym at the same time. Some slots may be shared with social circus groups. Registration for a slot does not ensure access to an aerial point. We encourage collaboration between the artists in order to share their point fairly.

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## **CHANGING ROOMS AND PERSONAL ITEMS**

You must leave your boots in the spaces provided. Artists have access to changing rooms and lockers for storing their personal items. CHP is not responsible for lost or stolen items. Both changing rooms are gender-neutral, and both have closed spaces for changing clothes.

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## **FOOD**

It is forbidden to eat in the big gym, except in the designated area.

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## **ACCESS TO THE LIVING SPACE AND PREMISES**

Artists can access the living space from Monday to Friday between 12 p.m. and 5 p.m. You may use the kitchen as long as you follow the kitchen rules. Refrigerators are emptied every Friday. As the living space is shared with the Cirque Hors Piste team, it is important to follow the cohabitation rules (noise, tidying up, etc.).

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## **EQUIPMENT STORAGE**

Artists may leave their equipment and/or accessories according to space available and in agreement with the Technical and Production Services Manager. All equipment must be identified, and Cirque Hors Piste is not responsible for broken, lost or stolen equipment. Artists who have no valid subscription to Open Training must collect their equipment. Unidentified equipment that is left unclaimed will be stored in the basement for a period of 3 months and then be offered to the community.

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## **USE OF SHARED EQUIPMENT (MATS AND RIGGING SYSTEMS)**

Shared equipment (mats, rigging system, etc.) is available for use by artists. Every artist must properly use the loaned equipment. After each training session, shared equipment must be stored away properly.

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## **SOUND**

You may play music as long as the other artists sharing the space are respected. We encourage communication between artists so that everyone feels respected.

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## **VIDEOS AND PHOTOS**

It is forbidden to photograph or film other artists without consent.

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## **ACCIDENTS AND MINOR INCIDENTS**

Every accident or incident must be reported to the Technical Assistant as soon as possible. An incident form must be filled out.

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## **POSTING**

It is forbidden to post advertisements on the bulletin board without the permission of the Artist Services Manager.

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## **AUTHORIZED CIRCUS DISCIPLINES**

Authorized disciplines are: trapeze, aerial silks, rope, straps, aerial hoop, Cyr wheel (depending on space availability), hula-hoop, handstands, hand to hand, ground acrobatics, juggling and objects manipulation, unicycle, balance ladder, walking globe, stilts and artistic cycling (depending on space availability).

The trampoline may be used in agreement with the Artist Services Manager, and with the required certification.

All other disciplines must be validated with the Artist Services Manager.

See the *Evaluation Process* section for rules regarding the practice of all disciplines.

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## **VISITORS**

No visitors are allowed during open training unless approved by the Artist Services Manager.

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## **CNESST**

The Cirque Hors Piste Open Training program is officially recognized by En Piste which means that artists can be compensated by the CNESST (Quebec's Office of Labor) if an injury occurs during training. You must be an En Piste member in order to be covered by the CNESST.

Claim procedure (source En Piste)

1. Immediately inform the CHP Artist Services Manager;
  2. Write down where and when (time and date) the incident took place as well as the name of the person supervising the training;
  3. Consult a doctor as soon as possible and mention that the injury is due to a work accident. The doctor will give you a medical certificate. Please make sure it is a CNESST certificate;
  4. Contact En Piste in order to fill out the incident report and submit the medical report. In the event that you are unable to contact En Piste by yourself, you may mandate another person to contact them in your place. En Piste will follow-up with the concerned authorities;
  5. The CNESST will examine your situation and render a decision on your admissibility to receive compensation. En Piste has no impact on the CNESST's decision;
  6. If you have medical expenses (physiotherapy acupuncture, medicine, braces, etc.) or transportation expenses (bus, etc.), make sure the expenses were prescribed by your doctor in order to obtain reimbursement from the CNESST.
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## **DOCUMENTS TO BE SIGNED**

1- Code of Conduct

## 2- Disclaimer

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***Failure to follow the rules of the Artists Manual or the Code of Conduct may result in the suspension of the artist's subscription.***

**Artist Services Manager: Fanny Moreno**

*The Artist Manual will be updated as the CHP Open Training program evolves; you are welcome to send any comments or question to the Artist Services Manager.*