



Terms of use for One Button Studios

Welcome to the UCT One Button Studios

To ensure a professional and respectful environment, the following terms of use must be adhered to by all studio users. Violation of these terms may result in restricted access to studio facilities.



Safety and Security

Personal Belongings: The studio is not responsible for the loss or theft of personal belongings. Users should keep their valuables secure.

Emergency Procedures: Users must familiarise themselves with and adhere to the studio's emergency procedures, including fire exits and first aid protocols.



Equipment Handling

Prohibition: Users are strictly prohibited from touching, adjusting, or operating any equipment unless explicitly authorised by a member of the technical team.

Requests: Any requests for adjustments or changes to the setup must be communicated to and handled by the technical team.



Respect for Technical Team

Interaction: All interactions with the technical team should be professional and respectful. Abusive or disrespectful behaviour will not be tolerated.

Instructions: Users must follow all instructions given by the technical team promptly and without dispute.



Conduct in the Studio

Cleanliness: Users are responsible for maintaining a clean and orderly environment. All personal items and waste must be removed at the end of the session.

Noise Levels: Excessive noise and disruptive behaviour are not allowed. Users should maintain a quiet and conducive environment for recording.



Technical Issues

Reporting: Any technical issues or equipment malfunctions must be reported immediately to the technical team. Users should not attempt to fix any problems themselves.

Responsibility: Users are responsible for any damage caused to equipment due to negligence or misuse. Costs for repairs or replacements may be charged to the user.



Booking and Usage

Scheduling: All studio sessions must be booked in advance. Users must adhere to their scheduled times and vacate the premises promptly to allow for the next session.

Cancellations: Cancellations should be communicated as early as possible. Frequent last-minute cancellations or no-shows may result in booking restrictions.

Late Arrivals: There is a 15-minute grace period for late arrivals. If users do not arrive within this period, the booking may be considered cancelled.



Compliance with University Policies

University Regulations: All users must comply with UCT's general policies and regulations while using the studio facilities.

Disciplinary Actions: Failure to comply with these terms may result in disciplinary actions, including but not limited to, suspension of studio privileges.

By using the UCT studio facilities, you agree to abide by these terms and conditions. Thank you for your cooperation in maintaining a professional and respectful environment.

For any questions or concerns regarding these terms of use, please contact the Head of Digital Media Unit:
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