



## CODE OF CONDUCT

This document relates to any work carried out by KINESISdance, for all venues, and all members of the teaching staff – paid or voluntary. It also applies to (where appropriate) the students, and families who use KINESISdance's services.

## OUR ETHOS

At KINESISdance, we strive to help our students grow and develop their technique, confidence and creativity through energetic classes and workshops. Our ethos focuses strongly on inclusion and individuality, providing everyone from the age of 4 to 104 the opportunity to take part in a class to suit them.


With qualifications in contemporary dance, performance arts, ballet, tap & acro, primary education and a background in street dance and musical theatre, we offer a wide range of classes and workshops privately, in schools and in the community.

We encourage a positive environment where all students feel able to express themselves through dance and creative movement. We aim to make all of our students feel welcome and part of our team, and to pass this encouragement on to each other when sharing their work with classes and during performances.

## OUR EXPECTATIONS

- All students should treat each other, and teachers/class assistants, with respect and kindness during classes, workshops & performances.
- All students should ensure that new members feel welcome and included in classes, workshops & performances.
- Students should wear suitable clothing for classes (e.g. class tops, leggings, shorts, joggers, t-shirts, hoodies) and particularly with Acro classes/workshops to ensure clothing is appropriate for all activities within the class.
- Students should remove jewellery such as necklaces, dangly or hoop earrings, bellybutton piercings and anything else that could cause harm to themselves or others during close contact work.
- Students should arrive for class on time, with their hair tied back, and ready to begin.
- Students should be prepared to wear suitable footwear for their classes (trainers for Street, Jazz shoes for Musical Theatre, bare feet for Contemporary and Acro)
- During class times, the students are the responsibility of the teacher/class assistants running that class. Please note that students are NOT the responsibility of KINESISdance in the time before or after their class. This includes the park, carpark and space outside the venue (e.g. Orchard Park) and the waiting area outside the dance class room. KINESISdance teachers and class assistants always ensure students are supervised during classes at all times, and if students need to use the toilet, but we cannot guarantee full supervision in the time before and after their class.

# CODE OF CONDUCT FOR TEACHERS, ASSISTANTS & VOLUNTEERS WORKING ON BEHALF OF KINESISDANCE



## Fundamental principles

A teacher should:

- behave with integrity in all professional and business relationships. Integrity implies not merely honesty but fair dealing, courtesy and consideration.
- strive for objectivity in all professional and business judgements.
- not accept a teaching post or undertake work for which he or she is not competent or qualified.
- carry out his or her professional work with due skill, care and proper regard for the technical and professional standards expected of him or her.

## Integrity

A teacher should:

- uphold and enhance the good standard and reputation of the profession.
- work in a collaborative and co-operative manner with other dance professionals and organisations.
- not attempt to influence or intimidate any examiner at any examination or a judge at a competition.

## Objectivity

A teacher should:

- work in an open and co-operative manner with students and families.
- ensure that students are not discriminated against on the grounds of sex, race, colour, religion, age, disability, national or social origin or other status.

## Competency

A teacher should:

- acknowledge any limitations in his/her knowledge and competency and take steps to practice in a fully skilled manner.
- assist professional colleagues, in the context of his or her own knowledge, experience and sphere of responsibility, to develop their professional competence.
- undertake continuing professional development to ensure knowledge and practice remains current as required by his or her individual awarding body(ies) and/or employers.

## Due skill and diligence

A teacher should ensure that no action or omission on his or her part, or within his or her sphere of responsibility, is detrimental to the interests or safety of students.

Courtesy and consideration

A teacher should:

- always act in such a manner as to promote and safeguard the interests and well-being of students.
- justify student trust and confidence.

## Confidentiality

A teacher should ensure that confidential information obtained in the course of his or her professional work should not be used for personal advantage or be disclosed without the consent of the pupil or parent, except where there is a legal right or duty to disclose. A teacher should be aware of and abide by current data protection legislation.

## Publicity

- A teacher may seek publicity for his or her own services, and advertise his or her services, achievements and school in any way consistent with the dignity of the profession.
- A teacher should, under no circumstances, promote his or her services, or the services of another teacher, in such a way, or to such an extent, that amounts to harassment of the prospective pupil or parent.
- A teacher should not publish, or cause to be published, any notice, newspaper, advertisement or any other matter likely to damage the standing of the profession or to damage or depreciate the reputation of any colleague.
- Promotional material may contain any factual statement, the truth of which a teacher is able to justify, but should not make any disparaging references to, or disparaging comparisons with, the services of others.

## Teaching names

- A teacher may teach under whatever name or title he or she sees fit.
- A teaching name should not be misleading.
- A teacher should not use any title, description or designatory letters to which he or she is not entitled.

## Statutory Requirements

A teacher should:

- comply with all statutory requirements affecting health and safety at work.
- ensure the provision of adequate public/products liability insurance and employer liability insurance.
- comply with all the statutory requirements affecting the running of the business, including registration of names, income tax, value added tax and any other matter required by law.
- ensure that he or she is in accordance with the law with regard to copyright, recording, public performance and other matters concerning printed matter and recorded music related to their work.

## Health and safety

A teacher should:

- ensure that classes are of a size appropriate to the levels and techniques being taught and the space being used. Students in each class should be of compatible age and/or standard.
- be aware of developments in Child Protection legislation and undertake Criminal Records Bureau enhanced disclosure as required.
- ensure that teaching facilities are adequately maintained and provide:
  1. suitable flooring appropriate to the technique taught, with a clean, safe surface; to minimise the risk of injury;
  2. adequate heating levels and ventilation;
  3. suitable, secure and safe area for changing.
- abide by Health and Safety statutory legislation requirements, understand his or her responsibility in case of a medical emergency and keep records in an accident book.
- ensure that all fire regulations are displayed and adhered to.

## Standards

Standards of good practice for the relationship between teacher and student for principals of dance schools, studio principals and individual teachers should:

- conform to sound business practice.
  - employ teaching staff with experience and qualifications appropriate to the levels and techniques to be taught. Student teachers should be trained and supervised to ensure maintenance of the school's teaching standards.
  - have written, clearly defined aims and objectives setting out the broad goals to be achieved by the school. A similar set of objectives will be stated which outline the benefits a pupil can expect to receive through the teaching staff's conscientious implementation of them.
  - ensure that students and families have ample opportunity to communicate with their teachers.
  - use adequate and flexible teaching skills to create a productive learning environment.
- Individual teachers will:

1. encourage communication between student and him/herself and other students.
  2. communicate a love of dance and encourage the art of dance.
  3. demonstrate professional attitudes, including punctuality, reliability and responsible care of students.
  4. develop self-discipline and self motivation in the students.
  5. transmit general concepts of movement in addition to those of a particular dance style.
  6. develop in the students an appreciation of the characteristic style of each specific discipline taught.
- recognise and develop each student's potential and offer appropriate guidance for further progress.
  - recognise physical differences and limitations and different learning styles, modifying the teaching and seeking advice where necessary. The teaching and choreography must be anatomically safe, and physical corrections must be attempted in a careful and sensitive manner.
  - uphold the rules of their dance teaching society/organisation.