



Ballyhoo

Ballyhoo Dance and Theatre Group

[www.ballyhoo .me](http://www.ballyhoo.me)

Ballyhoo Dance and Theatre School
Code of Conduct

Ballyhoo Dance and Theatre School (BDTS) strives to motivate and inspire our students through the numerous dance and drama activities we offer. We do this through a shared Code of Conduct between Teachers, Parents and Students.

Equality Code of Conduct

Ballyhoo Dance and Theatre School is committed to the principles of equal opportunities and human rights, and believe everyone has the right to be treated with dignity and recognised as an independent and equal human being.

Staff, Parents and Students of Ballyhoo Dance and Theatre School ensure that nothing we do discriminates on the grounds of race, gender, sexuality, domestic circumstances, religious beliefs, political persuasion, social or cross-cultural differences, national or social origin, or other status.

Teacher Code of Conduct

- Teachers and other staff employed or volunteering aim to behave with integrity, honestly, fairly, objectively, consistently, and with courtesy and consideration .
- Teachers are punctual and arrive for work on time (if there is an issue, they will inform relevant parties in good time)
- Teachers ensure anyone who covers their work in their absence has the appropriate levels of competence to run the session effectively, and is

adequately informed about the purpose of the session, the context and the participants they are working with.

- Teachers ensure that their appearance is appropriate for the activity they are leading.
- Teachers make sure the dance activities they lead are in line with current good practice and safe dance practice.
- Teachers actively discourage inappropriate behaviour and challenge all forms of discrimination and unfairness when leading a dance session.
- Teachers carry out risk assessments for all dance sessions and manage risks accordingly.
- Parents should be aware that due to the nature of dance it is necessary for the teacher to have appropriate physical contact with the children whilst teaching.

Student Code of Conduct

- Students should arrive promptly, correctly dressed in appropriate dance uniform with hair neatly and securely tied back. Hair should be in a neat bun for ballet. Required Uniform is available to view on website.
- If possible, Students should go to the toilet before a dance lesson begins.
- Students to bring a suitable drink to a lesson where necessary as water may not be readily available in the venue.
- Students are expected to respect their surroundings and handle any equipment with care.
- Before a class begins, students should ensure they are ready for the lesson and wait quietly and calmly. Students behave in a disciplined manner at all times before, during and after a lesson to ensure the safety and well being of everyone.
- Students aim to be respectful to Teachers and other pupils at all times.
- Students are expected to be supportive of their fellow peers and offer encouragement where required.
- Older students should serve as a role model to younger dancers at all times, including appropriate language and behaviour.

- Mobile phones should be switched off or turned to silent if brought into class.
- Students must not photograph other students without consent from BDTs and must not upload photographs or videos to Social Media without the prior knowledge of BDTs.

Parent/Carer Code of Conduct

- Children under 10 years should not be left unsupervised in the waiting areas at any time.
- Siblings are supervised at all times.
- Waiting areas are left tidy and litter free. Any damage to equipment in a venue will be subject to charge.
- Parents aim to demonstrate respect for teachers, students, staff and other parents at all times.
- Parents should take responsibility to read emails and keep up-to-date with important information.
- Parents should refrain from entering the dance studio unless invited by a teacher.
- Parents should refrain from taking photographs or video without permission.
- When permitted, please only share photos/videos of your own children on social media. You should not share any material featuring anyone else's children.
- Parents should raise any concerns with a teacher or staff member by contacting Julie/Heidi or Jane during normal working hours.

Changing/Dressing Room Policy

Parents are allowed entry to changing rooms during routine classes. However, BDTs reserve the right to restrict entry for parents and carers at other times, such as during a show or Festival where required. Ballyhoo have trained Chaperones who accompany and supervise the children at these times. All adults present in a changing room should adhere to the Ballyhoo Code of Conduct. If you are interested in becoming a Chaperone for Ballyhoo please contact Jane.

Ballyhoo Dance and Theatre School
Terms and Conditions

Fees

Invoices are sent via email each term. All fees must be paid WITHIN ONE MONTH of invoice being issued. Reminders will automatically be sent. Late Payments will be charged to cover administrative costs. Private Lessons will be charged separately.

Notice to Leave Ballyhoo Dance and Theatre School

Ballyhoo Dance and Theatre School require half a terms notice via email if your child is intending to leave a class and/or the school. Failure to do so will incur fees still being charged.

Cancelled/Rescheduled Classes

If a class is cancelled we will reschedule the class for a future date. If we are unable to reschedule the class we will credit your account for the following term.

Examination

When a student reaches the correct standard in their grade, we will consider putting them forward for an exam. This will be discussed with the parent and if agreed the student must attend extra coaching sessions which will be invoiced separately. There will also be a separate fee for the exam itself.

All Students entered for an exam must attend all exam coaching sessions.

If entered for an exam Students must understand that practice at home is recommended using the music and practice videos provided.

Disclaimer

Ballyhoo Dance and Theatre school accepts no responsibility for any accident or incident that occurs outside of the dance class itself.

Whilst we will endeavour to return all lost property to its rightful owner we cannot accept any responsibility for items left behind at the various venues, therefore please ensure all uniform and belongings are clearly labelled.