

DEBUT DANCE ACADEMY

Code of Conduct

This Code of Conduct sets out the standards of behaviour expected of everyone connected with Debut Dance Academy (DDA) — staff, students, parents, guardians, volunteers and visitors. It exists to keep our students safe, to create a welcoming and respectful environment for everyone, and to make clear what happens if these standards are not met.

1. Safety of Children

The safety and wellbeing of our students is our first priority, at all times.

- Wherever possible, classes will be staffed by a minimum of two staff members.
- Our staff-to-student ratio is 1:15.
- We will never provide personal or intimate care to a student. If a student requires this kind of care at any time, their parent or guardian will be called immediately.

2. Confidentiality & Data Protection

- Personal details of students and families will never be shared, in line with data protection requirements.
- Staff members' personal details will not be shared with parents or students.
- Parents are given a clear line of communication with the Principal for any questions, concerns or requests.

3. Staff Conduct & Position of Trust

- Staff members will not befriend students or parents on social media platforms.
- Staff members will always behave appropriately in class, listening to and respecting others, and ensuring every student has equal opportunities.
- Staff members understand that they hold a position of trust and will always act in a professional manner.

4. Reporting Concerns

Staff members, parents and students all share responsibility for raising concerns. Any concern about the welfare or conduct of a child or a staff member should be reported to the Principal without delay.

5. Anti-Bullying & Respect

DDA is committed to an environment in which bullying, verbal abuse, racism, sexism, or any other form of discrimination or harassment will not be tolerated.

6. Communication & Use of Devices

- Group chats amongst students or parents are discouraged. All lines of communication should go through the Principal.
- Students, guests and volunteers are asked not to use phones or other electronic devices during class.
- Strictly no photography, other than by the class teacher, who will have obtained the relevant permissions in advance.

7. Breaches of this Code of Conduct

Where this Code of Conduct is breached, DDA will respond as follows:

- A meeting will be held with the Principal and the family concerned.

- If the behaviour does not change, and depending on the severity of the breach, the student may be dismissed from the school entirely. Please refer to our Suspension and Exclusion Policy for further detail.

8. Our Key Principles

Staff members, students and parents at DDA all promote the following qualities:

Fun — you have the right to enjoy participation at DDA.

Fair Play — treat others with the same respect and fairness that you would like to be shown. Challenge and speak out against behaviour that falls below these standards.

Equity — respect differences in gender, disability, culture, race, ethnicity and religious beliefs. Appreciate that every participant brings something valuable to the team. Challenge discrimination and prejudice.

Patience — show patience with others.

Responsibility — look out for yourself and the welfare of others. Do not engage in or condone bullying of any sort, and do not take part in irresponsible, abusive or inappropriate behaviour.

Organised — be organised, prepared and on time.

Friendship — take time to thank those who help in class and be inclusive of all — everyone is your friend in class.

By taking part in classes and activities at Debut Dance Academy, staff, students and parents/guardians agree to uphold this Code of Conduct.