

# Code of Conduct for Students

We are fully committed to safeguarding and promoting the wellbeing of all students, members and staff associated with us. To ensure the effective running of our business and to protect all individuals connected with us, it is important that the following Code of Conduct is read, respected and adhered to at all times:

- Students should participate fully in all classes and respect the teachers/staff and their decisions.
- Students should respect their fellow students.
- Students should arrive for classes on time unless there is unavoidable delay.
- Students must not distract, bully or harass other students.
- Students must not use bad language.
- Students should be polite and display good manners at all times.
- Any misuse of social media will be looked at very seriously.
- Students must wear their uniform as specified in the welcome pack/terms and conditions.
- All body jewellery must be removed and long hair must be in a bun.
- Food, drink and chewing gum are strictly prohibited on the premises. However, students may bring in a sealed drinking bottle, but this must only contain water and have the student's name on).
- All litter must be placed in the bins provided.
- Please leave all valuables at home, as we will not be held responsible for the loss of any items.
- Mobile phones and other electronic devices must be switched off during classes.
- Students must inform the teacher before the class if they have an injury or illness.
- Students must inform the teacher immediately if they begin to feel ill or sustain an injury during the class.
- Students ideally should be present for the register and if late notify the teacher so they can be registered. Juniors and Mids must taken to their studio and not left until a teacher or pianist is present please and then on collection must be visibly with an adult before leaving the building. Seniors that are aged 12 - 14 need to be given written permission via email that they may leave alone.
- **Please do not leave the premises during a break or when waiting to be collected**

## Disciplinary Procedure

- Students who breach this Code of Conduct will first of all be reminded of the rules.

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- Repeatedly breaching this Code of Conduct may result in a written warning.
- If there is no improvement, then parents will be contacted again by Emma Northmore and they will be invited to discuss the future behaviour of their child and agree joint strategies for monitoring.
- In extreme cases, where physical violence, verbal abuse or intentional damage to property is involved, the sequence of actions outlined above will be by-passed and the teacher will contact the parents as a first step. Exclusion of the child from classes may be considered.

### **Contact us**

You can contact us during lesson times as follows:

Emma Northmore  
+44 7958 725862

Alternatively, you may send an e-mail outside of lesson times:

Liliana Della Valle  
admin@balletboost.com

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