

# Artistry in Dance™

## CODE OF CONDUCT

Please view the Code of Conduct below, Dance Force United's Terms and Conditions, and Frequently asked Questions must be read in conjunction. Dance Force United's COC, T&C's AND FAQ's can be found under the resources tab (useful links) via our website, and/or to the left of the Dancestudio-Pro parent portal login and under waivers and policies once logged into Dancestudio-Pro parent portal.

## INTRODUCTION

Dance Force United is a prestigious learning academy offering differing genres. Albeit Ballet or another style it is a requirement that teachers and students conduct themselves in a manner reflective of our ethos and etiquette.  
We request the assistance of parents, guardians, grandparents and carers to encourage your child to learn the rules of the school and perform within them.

## STUDENT ETIQUETTE

### RESPECT

Demonstrate respect for teachers, parents, faculty, and other students at all times. Always serve as a role model to younger dancers, including appropriate language and behaviour. In addition, show respect for our facilities and studio equipment.

Ensure all personal rubbish is binned and leave the premises in a neat and tidy condition and ensure all personal belongings are taken with you.

### BE PUNCTUAL

It is expected that students and teachers are to arrive 15 minutes before the start of class. This will ensure a timely start including roll call. If you are running late, it is important to apologise to your teacher for your delay. Ensure that you warm up appropriately if you are late thus eliminating the risk of injury.

### ADHERE TO THE DRESS CODE

Students are to wear the appropriate dance attire/uniform and hairstyles as stipulated in the Dance Force United **uniform requirements** handbook, including the appropriate footwear befitting the genre. Hair is to be neat, and uniforms clean, tidy, and well presented.

- Studio Jackets and Jumpers are not to be worn around the waist at any point.
- The waistband of the DFU leggings must be worn in the waist and not below the belly button.
- All garments must be well fitted and any items with logos that look overly worn must be replaced.

Please view the uniform specifications concerning hairstyles in accordance with genre. The dress code for the uniform is as stipulated in the uniform requirements handbook for classes and competitions. The uniform requirements are housed under the useful links tab on our website.

**\*NB:** Teachers may refuse entry to dancers not appropriately groomed.

### MOBILE PHONES

Mobile phones are not to be used during class and are to be turned off.

### DISTURBANCE DURING CLASS

Direction from your teacher is to be adhered to at all times. No disturbance by a student during class will be tolerated and students may be asked to refrain from participating. As a duty of care, a student will not be asked to leave the class but will not be permitted to participate.

## PARENT ETIQUETTE

### RESPECT

Demonstrate respect for teachers, students, faculty, staff, and other parents at all times.

Please refrain from entering a studio (i.e., Theatre, Hub) unless invited by a teacher. This includes all facilities not used by Dance Force United. Special viewing days for parents are set out in advance, please view the calendar under the resources tab of the website for specified dates.

Please respect our approach to establishing and maintaining professional relationships with our students and parents by:

- a) All contact is to be made via the office by phone or e-mail; and
- b) Refraining from direct communication with faculty and staff via personal e-mail, text, phone or social media unless deemed necessary (e.g., rescheduling a private lesson).

Raise all concerns with Administrator/Representative and/or Director.

### COMMUNICATION IS KEY

Should a student be unable to attend class, please ensure that Dance Force United is informed in a timely manner, absenteeism must be logged via the Dancestudio-Pro parent portal. Take responsibility and ensure that all communication is read ensuring you are up to date with current activities and important information.

**\*NB:** Please view our T&C's pertaining further information regarding communication.

### DROP-OFF AND PICK-UP OF STUDENTS

Ensure that your child is supervised at all times. It is required that parents accompany students to class and collected in a timely manner. As a duty of care to our students, faculty members are required to ensure students are picked-up by a parent/guardian or family appointed representative. In this case the representative is to be known to the family. No child is to be released into the care of an unknown person without prior written consent from the parent/guardian.

When visiting our studios, we respectfully request that all siblings be supervised at all times.

### PHOTOGRAPHS, VIDEOS AND MEDIA

As a duty of care to our students, all photography and videography is required to have prior consent and it is therefore that no photographs or videos are to be taken or released without request and consent.

## REPRESENTATION OF DANCE FORCE UNITED

Dance Force United is extremely proud of their faculty and students and release created content in showcasing our faculty and students. In no way, are parents/guardians or other persons associated with Dance Force United allowed to undertake voluntary or paid representation as spokesperson for Dance Force United, in the media or otherwise. Media meaning, all forms of media including Press, Television and Social Media and/or any form of advertising without the written consent of Dance Force United.

## FACULTY AND STAFF ETIQUETTE

Faculty and staff etiquette is governed in accordance with the Teachers contract and Standard Practice.  
It is a Standard Practice that no faculty member is allowed "friending" students personal social media.

Faculty and staff are not to:

- a) Develop any 'special' relationships with children that could be perceived as favouritism (e.g., the offering of gifts or special treatment);
- b) Exhibit behaviours with children which may be construed as unnecessarily physical. It is a requirement at times that teachers are required to physically correct posture and form. These actions are not considered inappropriate.
- c) Put children at risk of abuse (e.g., sending them out of class to remain in the hallway unattended);
- d) Engage in open discussions of a mature or adult nature in the presence of children (e.g., personal social activities);
- e) Use inappropriate language in the presence of children;
- f) Express personal views on cultures, race or sexuality in the presence of children;
- g) Have contact with a child or their family outside of Dance Force United without our knowledge (e.g., private tuition, baby-sitting).
- h) Issue or exchange personal information or details with a child or their family without prior consent of Dance Force United.
- i) Ignore or disregard any suspected or disclosed child abuse.

It is, however, not the duty or responsibility of Dance Force United to control or police friendships that are formed between parents, students, faculty members and staff. We respectfully request that we all accept responsibility and portray a Duty of Care toward our students and act in their best interest.

Any concerning aspects are to be reported to the Administrator/Representative/Director immediately.

## ZERO TOLERANCE POLICY

Dance Force United has adopted and maintains a Zero Tolerance policy towards Drug and Alcohol abuse and/or misuse, inappropriate, disrespectful, or aggressive behaviour by students, parents (including carers or legal guardians) extended friends and family, faculty, staff or volunteers. Such behaviour will not be tolerated and may result in immediate cancellation of enrolment with no refund or immediate termination of employment/contract.

### BEHAVIOUR

Any behaviour deemed as unsocial will be taken seriously by Dance Force United. This includes but not limited to any faculty, staff, students, parents/guardians and/or guests of Dance Force United i.e., Photographers, guest teachers etc. It is expected all students and parents alike to portray social and emotional intelligence. We will adopt a zero-tolerance policy.

Any member, parent and/or party associated with DFU unwilling to behave according or adhere to our Terms and Conditions, Rules and Regulations and/or Code of Conduct will be seen as unpredictable and will be considered unreliable to continue as a student and/or ambassador of Dance Force United. Should there be a situation brought to the attention of administration e.g., any behaviour that may fail in the up keeping of our Code of Conduct. The responsible party/ies will be called in for a private meeting and thereafter a secondary meeting with any third party. If found that the rules and regulations were not adhered to, a resolution process will be handed to the student and/or parent to be adhered to, however should this resolution process not be adhered to, and a second incident occurs; it will be most unfortunate that the student will no longer form part of Dance Force United.

### RESOLUTION PROCESS

- Description of incident
- Rectification process of incident
  - Resolution