

Behaviour Policy 2023/2024

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1. Introduction

National Youth Ballet is built upon principles of mutual respect, care and support. We encourage all participants to behave in a way that is aligned with our core values;

NYB Values	
Safe	We champion healthy and sustainable practice.
Nurturing	We contribute to a mutually positive and nurturing experience.
Respectful	We are respectful of each other, and show this in our interactions with everyone; both online and in person.
Inclusive	We value diversity and proactively seek to create an inclusive environment for all stakeholders.
Communal	We are a community and we grow from our shared experience.
Creative	At our core we are creative and collaborate in our creative process.
Challenging	We challenge perceptions about what ballet is and conventions about who ballet is for.
Sustainable	We acknowledge that there is a climate emergency. We are action-oriented and committed to using our influence, resources, and skills to be a positive force for change.
Exceptional	We work hard to create high quality educational and dance experiences.

2. Purpose

The purpose of this policy is to outline behavioural expectations for participants in National Youth Ballet activities.

3. Aims

The aims of this policy are to:

- i. Promote and safeguard the welfare of all our NYB Participants.
- ii. Promote an orderly environment that supports artistic teaching and learning and enables participants to make good progress according to their ability.
- iii. Promote good behaviour, self-discipline and respect.
- iv. Provide an appropriate structure of rules, sanctions and rewards which are fairly and consistently applied.

- v. Prevent discrimination of any kind including race, gender, disability, sexual orientation, nationality, religion or any other factor.
- vi. Ensure that staff / volunteers consider whether a behaviour which may come under review gives cause to suspect that a participant is suffering, or is likely to suffer significant harm. In such a case, National Youth Ballet will follow the guidelines set out in its Safeguarding Policy.

4. Expectations

Participants- In order to create the best possible learning environment we expect that all participants will:

- i. arrive on time for scheduled activities
- ii. listen attentively to instructors and to fellow participants
- iii. be respectful to all members of the NYB community
- iv. take care of themselves and others - report any injury
- v. behave as excellent ambassadors for National Youth Ballet in all environments including online, on theatre trips, in residential activity and workshop activities
- vi. refrain from the use of phones / devices in sessions unless explicitly requested to by the instructor.

Staff - staff will:

- i. treat young people with respect and in accordance with the Staff Code of Conduct
- ii. recognise and work with the different abilities within the group
- iii. promote an inclusive and collaborative environment that allows participants to achieve their best
- iv. be responsible for creating a safe environment
- v. promote an environment of positive behaviour management.

5. Rewards

Staff will seek to recognise and reward good behaviour and acts of kindness, which make a positive contribution to the shared life and activities of National Youth Ballet.

6. Sanctions

Wherever possible we try to encourage participants to make the right choices, and reward good behaviours. However in some instances sanctions may be necessary.

In the instance of conflict between participants we initially take a restorative approach, and ask those involved to reflect together on the incident, their behaviour and the impact that it has had on those involved.

Where sanctions are necessary, these will be applied fairly and consistently and will be appropriate to the behaviour in terms of severity and duration. We use sanctions to help young people learn that their actions have consequences and to encourage better behaviour.

Sanctions may include the following;

- i. A discussion about areas of concern with a member of staff at a suitable time, such as the beginning or end of a lesson or rehearsal
- ii. A phone call home to discuss behaviour with parents
- iii. Removal from the activity for a short period to reflect on their behaviour.

7. Formal Sanctions

In more serious cases, the Artistic Director or CEO will be involved. The Artistic Director or CEO will hold a discussion with the participant(s) concerned. The purpose of the conversation is to fact find. If possible participants will be asked to provide a written 'statement' of events as soon after an incident has occurred as is practicable.

All serious disciplinary incidents will be dealt with as soon as it is possible to do so and once all appropriate background information can be ascertained.

Participants will be accompanied to any formal NYB meeting and supported by another member of the NYB team.

Parents are not usually invited to these meetings, but may request a separate meeting with the senior NYB member of staff managing the incident.

A record of all serious behaviour incidents will be kept on file.

Parents will be informed when a formal sanction has to be put in place.

Formal sanctions may include:

- i. Withdrawal from artistic class, for a fixed period, may be used when a participant's behaviour has been unacceptable, or where there has been a repeated behavioural concern. A record of withdrawal will be kept.
- ii. Formal written warning stating the consequences if there is any repetition of the behaviour.
- iii. Final Warning, which means that any repetition of the offence or any other serious breach of National Youth Ballet regulations may lead to permanent exclusion. A participant may be liable to permanent exclusion at the discretion of the CEO.
- iv. Removal from the National Youth Ballet activity in question (See section 8)
- v. Participants may be prevented from attending future events.

For sanctions related to residential activity please refer to the Residential Code of Conduct.

8. Exclusion

In some instances participants will be immediately excluded. This includes but is not limited to;

- i) the use of alcohol or drugs
- ii) smoking / vaping under the age of 18
- iii) repeated smoking / vaping in areas of no smoking (for those participants over 18 years of age)
- iv) serious bullying
- v) disruptive or provocative behaviour

Where there is evidence that a criminal act may have occurred, National Youth Ballet is likely to involve the police (e.g. drugs, weapons, theft, assault, child-on-child abuse and cyber bullying). In such situations we will make all reasonable efforts to keep parents and carers informed.

9. Use of Reasonable Force

By creating strong and positive relationships with participants, we endeavour to avoid situations arising in which the use of force is necessary. NYB team members will always seek to de-escalate incidents as they arise. Force will only be used as a last resort if a child or adult is at risk of harm from another child displaying potentially harmful, dangerous or threatening behaviour. The use of force should always be reasonable in the circumstances. Prior to using force staff will give a clear oral warning that force may need to be used.

Definitions

The term **'use of force'** covers the broad range of strategies that involve a degree of physical power to prevent participants from hurting themselves or others, damaging property or causing disorder. The range stretches from leading a participant to safety by the hand or arm, a control measure such as standing between pupils or blocking a participant's path, through to extreme circumstances where a participant needs to be restrained to prevent violence or injury. Force is never used as a disciplinary measure or in a way that would deliberately cause damage or injury.

'Reasonable in the circumstances' means using no more force than is needed.

'Control' means either passive physical contact, such as standing between participants or blocking a participant's path, or active physical contact such as leading a participant by the arm out of a classroom.

'Restraint' means to hold back physically or to bring a participant under control. It is typically used in more extreme circumstances, for example when two participants are fighting and refuse to separate without physical intervention. Restraint may involve blocking the path of participants, positioning oneself between participants, touching, holding, pushing, pulling or leading a participant by the arm or shepherding a participant away by placing a hand in the centre of the back.

Recording Incidents

Any incidents necessitating the reasonable use of force will be written up by all NYB team members present as soon as possible after the incident has occurred using the incident form (Appendix 3). Reports must be submitted to the CEO no later than 24 hours after the incident has occurred. The CEO will review all such cases and report to the Chair of the Board of Trustees and the DSL (if this role is not fulfilled by the CEO). Records of the incident will be stored securely in the google drive.

Any injuries sustained should be recorded in accordance with NYB procedures (refer to First Aid Policy).

Parents must be notified. The CEO or Artistic Director should contact parents as soon as possible by phone and subsequently email with the details of the incident as well as the Behaviour Policy.

Any complaints arising from incidents involving the use of reasonable force should be dealt with using the Complaints Policy.

<https://www.firstforeducation.co.uk/wp-content/uploads/2015/10/Use-of-force1.pdf>

10. Malicious Accusations Against Individual Staff, Volunteers and or National Youth Ballet

Any participant and/or company member found to have made a malicious allegation against a member of staff or volunteer will be excluded. The exclusion may be temporary or permanent.

11. Links to other policies

Safeguarding Policy

Code of Conduct - General

Complaints Policy

Physical Contact in Dance Policy

First Aid Policy

Residential Code of Conduct

Appendix 1: Participant Code of Conduct (General)

Safe	We champion healthy and sustainable practice.
Nurturing	We contribute to a mutually positive and nurturing experience.
Respectful	We are respectful of each other, and show this in our interactions with everyone; both online and also in person.
Inclusive	We value diversity and proactively seek to create an inclusive environment for all stakeholders.
Communal	We are a community and we grow from our shared experience.
Creativity and Artistry	At our core we are creative and collaborate in our creative process.
Challenging	We challenge perceptions about what ballet is and conventions about who ballet is for.
Quality	We work hard to create high quality educational and dance experiences.

1. Participants should uphold the NYB values.
2. Participants must always follow National Youth Ballet’s instructions and guidance on health and safety.
3. The highest standards of behaviour are expected from all members of National Youth Ballet.
4. Participants are expected to be punctual for all classes, rehearsals and performances.
5. Hair should always be neat and tidy and appropriate for all classes, rehearsals and performances.
6. The use of offensive, abusive language and swear words is unacceptable at all times.
7. NYB is a Banter-Free-Zone. Banter can have harmful unintended consequences and so it is not tolerated at NYB.
8. Bullying (including cyber bullying) is a serious matter and is always unacceptable.
9. Participants are expected to show respect and consideration for other participants, staff and visitors to National Youth Ballet.
10. Smoking and vaping for those under the age of 18 (including the use of electronic cigarettes and other such items) are not permitted.
11. The use of alcohol or drugs is not permitted.
12. Participants are not permitted to leave during the day.
13. Participants are not permitted to use phones / electronic devices in class unless they have the explicit permission of the instructor. All electronic equipment should be handed in to staff if requested. An example of this is during rehearsals at theatres.

Appendix 2
Incident Record Form

Details of participant on whom force was used:
Date, time and location of the incident:
Names of staff involved (directly or as witnesses):
Details of participants involved:
Description of incident by the staff involved, including any attempts to de-escalate and warnings given that force might be used
Reason for using force and description of force used
Any injury suffered by staff or pupils and any first aid and/or medical attention required
Reasons for making a record of this incident
Follow up, including post-incident support and any disciplinary action against participants
Any information about incident shared with staff not involved in it and external agencies
When and how those with parental responsibility were informed about the incident and any views they have expressed
Has any complaint been lodged (details should not be recorded here)?

Report compiled by
Name and role
Date
Report countersigned by
Name and role
Date
Please note: The names of participants should be removed before the completed form is sent to parents and the names of members of staff should only be included with their consent.