

## Levings School of Dance Code of Conduct

As a member of the LSOD community, we expect you to approach all activities that you are involved in applying our values of **kindness, respect and professionalism**. We are committed to providing a safe, welcoming and nurturing environment so we can instil a love of dance in our students, and develop important life skills as well – empathy, commitment, perseverance and teamwork.

We want everyone to have a positive experience so students, parents (including carers or legal guardians), extended friends and family/whanau and staff must understand and comply with the below.

Please read our code carefully. Tick each point and sign at the end of the section. Parents please read through to younger students.

<b>Student etiquette (Our expectations of attitude and behaviour)</b>	✓
1. All dancers will attend every class, participate to the best of their ability, and give their best effort, energy, focus and enthusiasm. (If you have prior school/family commitment, are ill, injured or have a family emergency, please contact our office so we can notify your teachers).	
2. Dancers are expected to be loyal to LSOD. Taking classes at other studios is not permitted. The exception to this is senior students in their final year at LSOD who wish to attend a full-time dance institution. (Please discuss with LSOD Principal to obtain approval of ‘final-year dance plan’). Students are to ask permission to attend workshops, masterclasses or dance intensives at other institutions.	
3. Dancers will always demonstrate respect for all teachers, parents/whanau, staff and other students.	
4. Dancers must refrain from talking back to teachers/adults or refusing to comply with reasonable requests.	
5. Dancers must serve as a role model to younger dancers at all times, including not using or demonstrating inappropriate language and behaviour in classes & dressing rooms.	
6. Dancers must refrain from any behaviour which could be perceived as physical, mental, emotional or cyber bullying other dancers, staff, or instructors. This includes social media postings referencing directly or indirectly to a student, staff, studio brand, and/or affiliations to the studio.	
7. All dancers will be friendly, warm, and welcoming to the other dancers at the studio and in their classes. We encourage dancers to establish new friendships with their peers in their classes, and we enforce teamwork and fairness.	
8. Dancers will arrive at least five minutes prior to your scheduled class.	
9. Dancers will arrive to class in a tidy and well-groomed manner with hair secured in a bun for all classes except Hip Hop.	
10. Dance uniforms and dance shoes must be worn for all classes (except Hip Hop), where specified. School uniform, baggy shorts & hoodies are not appropriate dance attire and therefore are not permitted. Leotard & tights <u>only</u> for all Ballet Classes.	

11. Mobile phones should be switched off or on silent mode, kept in dance bag outside of the studio and are not to be used during class. Please remove smart watches and do not wear in class as these can be distracting. Please remove jewellery & watches.	
12. Dancers will show respect and care for studio equipment and facilities.	
13. Ask for help if you need it – we are here for you.	
Signed: _____	Date: _____
Name: _____	

<b>Disciplinary actions</b>	
1. Inappropriate, disrespectful or aggressive behaviour by students, parents (including carers or legal guardians), extended friends and family, staff or volunteers will not be tolerated and may result in immediate cancellation of enrolment with no refund or further discussion or immediate termination of employment or contract.	
<ul style="list-style-type: none"> <li>• A breach of the Code of Conduct will result in one written warning. Further breaches may result in immediate cancellation of enrolment with no refund or further discussion or immediate termination of employment or contract.</li> </ul>	
Signed: _____	Date: _____

<b>Parent (including carers or legal guardians) etiquette</b>	
1. Parents and caregivers will demonstrate support for the Levings' values of kindness, respect and professionalism and encourage their children to understand and apply our values.	
2. Parents and caregivers will respect (not debate or challenge) the professional judgment of Levings' teachers and staff in respect to decisions on class level & troupe placement, recital items and all matters related to training and performance.	
3. Parents and caregivers will refrain from any behaviour which could be perceived as physical, mental, emotional or cyber-bullying of other dancers, staff, instructors or families. This includes social media postings referencing directly or indirectly to a student, staff, families, studio brand, and/or affiliations to the studio.	
4. Parents and caregivers will follow the appropriate procedure should they need to make a complaint, which always starts with speaking directly to the class teacher.	
5. Please communicate via Email and responses will be during working hours.	
Signed: _____	Date: _____
Name: _____	

<b>Disciplinary actions</b>	
2. Inappropriate, disrespectful or aggressive behaviour by students, parents (including carers or legal guardians), extended friends and family, staff or volunteers will not be tolerated and may result in immediate cancellation of enrolment with no refund or further discussion or immediate termination of employment or contract.	
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