



YORKSHIRE BALLET  
SEMINARS

## BEHAVIOUR POLICY

### Introduction

Yorkshire Ballet Seminars fosters a community rooted in mutual respect, care, and support. We expect all students to behave in a manner that reflects civility, respect, and kindness. Our students should treat everyone on the course with dignity and uphold the values of YBS, refraining from actions that could bring themselves, others, or YBS into disrepute. Students are expected to adhere not only to the written rules but also to the spirit of our guidelines. These include the YBS Student Code of Conduct (sent to students prior to the start of the residential courses), instructions from staff, and other YBS policies on behaviour.

We ask parents to communicate with staff respectfully, following established protocols of courtesy and online conduct. For further information, please refer to the detailed guidelines later in this policy.

This policy should be read alongside several other key policies for example, the Anti-Bullying Policy. For access to all YBS policies, visit [Yorkshire Ballet Seminars Policies](#).

Our policy takes into account the guidance provided by governing bodies in education. It also complies with the legal duties outlined in the Equality Act 2010, particularly concerning safeguarding and the inclusion of students with SEN.

### Policy Aims:

1. To promote and safeguard the welfare of all students.
2. To maintain a calm, safe, and orderly environment that supports both artistic and personal progress.
3. To encourage good behaviour, self-discipline, and mutual respect.
4. To ensure students feel safe and supported, knowing that bullying, verbal or physical threats, and abuse are not tolerated.
5. To establish a clear structure of YBS Student Code of Conduct, sanctions, and rewards, which are consistently and fairly applied.
6. To promote good manners and appropriate respect for authority.

7. To prevent all forms of discrimination, including on the basis of race, gender, disability, sexual orientation, nationality, religion, or any other characteristic.
8. To ensure that staff consider whether a student's behaviour might indicate that they are suffering or at risk of suffering harm and follow the Safeguarding Policy accordingly.
9. To outline parents' responsibilities in communicating with staff and engaging with the School both in person and online, and to outline the actions the School may take if those responsibilities are not upheld.

#### **General Principles:**

1. All students are expected to adhere to the YBS 'Student Expectations Document,' which is displayed in studios and boarding houses.
2. Positive behaviours will be acknowledged by staff through verbal praise and rewards.
3. Minor behavioural incidents will be handled by the staff member involved, taking into account the nature of the incident. Repeated or more serious incidents will be escalated to the Pastoral Lead.
4. Persistent or serious behavioural issues will be referred to the Pastoral Lead.
5. In cases of extreme misconduct, the Director will become involved.
6. Students involved in serious incidents will be interviewed with support from a member of the House team or a suitable staff member. Parents will not attend these interviews to ensure fairness and consistency.
7. Students will be given an opportunity to explain their version of events and provide any mitigating circumstances or issues. In appropriate cases, students will be asked to submit a written statement of events.
8. Serious incidents will be addressed as promptly as possible once all relevant information has been gathered. Parents will be informed of such incidents.
9. All formal sanctions will be recorded by the Pastoral Lead.

#### **Encouraging Positive Behaviour:**

Recognising and encouraging good behaviour is key to maintaining a positive and productive school environment. Staff are encouraged to actively acknowledge acts of kindness and positive behaviour, both individually and within groups, to foster a supportive community.

Good behaviour is often recognised informally with simple acknowledgements like a "well done" in class or the boarding house. However, YBS also formally recognises and rewards students.

#### **Rewards**

Rewards represent formal recognition of positive behaviour and are recorded by the Pastoral Lead. These include:

- **House Commendations**

Commendations are awarded to students whose attainment, effort, or behaviour goes beyond expectations. These recognise achievements that may be:

- A **significant** accomplishment for that student, but not simply for recognisable effort where none has been shown before.
- A **regular demonstration** of the highest standards in effort, attainment, or behaviour.
- An achievement that is **particularly notable** given specific circumstances.

- **Activity Based Rewards**

Evening activities often involve competitions where the winners may receive prizes for their participation. House staff will award prizes according to the nature of the activity.

## **Boarding House Meetings**

House meetings can provide an opportunity to give positive feedback to students within the boarding community and to encourage their contributions and ideas about the life of the House.

## **Addressing Poor Behaviour**

It is essential to address poor behaviour promptly to demonstrate that such actions are unacceptable and to help students learn from their mistakes. Dealing with poor behaviour also reinforces the importance of distinguishing between right and wrong, discourages others from engaging in similar actions, and expresses the community's disapproval. The goal is for students who have been sanctioned to genuinely reflect on their actions and ensure the behaviour is not repeated.

Sanctions should always be proportionate to the specific circumstances, taking into account the student's age, any special educational needs or disabilities, and any religious requirements. YBS will always act reasonably and in accordance with its duties under the Equality Act 2010. Sufficient time will be allowed for students to eat, drink, and use the toilet while serving sanctions.

When applying sanctions, YBS will give careful consideration to the individual needs and circumstances of the student. Individual Welfare Plans and specific needs will be reviewed to ensure appropriate actions are taken. Sanctions may be related to artistic or pastoral matters, and can be formal or informal. YBS reserves the right to impose sanctions in respect of breaches by students of other YBS policies, having regard to the severity of the infringement.

## **Informal Sanctions**

For minor behavioural issues, such as lateness to lessons, staff will issue a verbal warning. If the behaviour continues, a final warning will follow. These informal sanctions should be given at an appropriate time, such as at the beginning or end of a class and will not be recorded.

If the behaviour persists after the final warning, a formal sanction such as a conversation with the Pastoral Lead may be applied. It is important that the Pastoral Lead is informed of all behavioural shortcomings on the course.

### **Formal Sanctions**

Serious breaches of the YBS Student Code of Conduct, such as dangerous or repeated poor behaviour, may result in more severe sanctions, such as speaking to the Director. These will be recorded by the Pastoral Lead. The Pastoral Lead is responsible for monitoring these records to identify patterns of concerning behaviour.

When necessary, external agencies, as outlined in the Anti-Bullying or other relevant policies, may be contacted for further support.

### **Decision to Sanction**

The decision to sanction a student will only be made by a paid staff member or a staff member authorised by the Pastoral Lead.

### **Formal Sanctions**

**Withdrawal from Ballet Class** – This sanction is typically applied for a fixed period when a student's behaviour in artistic or house is unacceptable, or if there has been repeated behavioural issues. Issued by the Director, it is mainly used for serious or recurring behaviour problems but may also apply if a student has not met the expected standards of behaviour.

**Suspension** – A fixed-term exclusion in response to significant behavioural concerns.

**Exclusion** – Permanent exclusion from the course due to very serious behavioural issues.

Sanctions are designed to help students learn from their actions and avoid repeating misbehaviour. The type of sanction imposed will depend on the circumstances and the student's history of previous sanctions.

All teaching and pastoral staff have the authority to impose sanctions, and they apply equally to all students. Sanctions are typically not applied for a first offence. Staff are expected to first address the need for behavioural change and reserve sanctions for persistent issues. All sanctions given by pastoral staff must be cleared with the Pastoral Lead first and any sanctions given by the artistic staff must be cleared by the Director.

### **Types of Sanctions:**

- **Loss of liberty** (going off site, or participating in an activity)
- **Daily Reporting** – The student must report to the Pastoral Lead three times a day during artistic class hours.
- **Follow-Up Reporting** – The student must complete a report card each day for a set period, with teaching and pastoral staff signing it after each period.

## **Supporting Students After a Sanction**

After a sanction, students will receive support to help them reflect on their behaviour and prevent it from happening again. This support may include:

- A discussion to explain what went wrong and the impact of their actions. In some cases, the student may be asked to write an apology letter to those affected.
- Communication with parents/carers to inform them of the situation and to request their support.
- Ongoing monitoring by staff to ensure the student is receiving adequate support.

## **Use of Reasonable Force**

Please refer to the **Restraint Policy** for further information on the use of reasonable force.

## **Corporal Punishment**

Corporal punishment is strictly prohibited in all circumstances. It is neither used nor threatened at YBS.

## **Exclusion Policy**

Most behavioural issues on the course are effectively managed using internal sanctions. However, in some instances, a student's behaviour may fall outside the scope of these sanctions, which may lead to the need for exclusion. The final decision regarding exclusion will be made by the Director. Exclusions may be temporary or permanent, based on various factors including any Special Educational Needs or Disabilities, available evidence, and the need to balance the interests of the individual student with those of the wider YBS community.

### **Temporary/Fixed-Term Exclusion (Suspension)**

A student may be temporarily excluded at the discretion of the Director if they breach YBS rules or behavioural expectations repeatedly or in a serious manner. Some offences that may result in immediate temporary exclusion include:

- Misuse of alcohol or drugs

- Repeated smoking/vaping
- Serious bullying (including online)
- Peer-to-peer sexual violence or harassment
- Provocative behaviour or serious breaches of the Behaviour Policy

This list is not exhaustive. In all cases of temporary exclusion, a student will receive a written Formal Warning, outlining the consequences if the behaviour is repeated. In some cases, a Final Warning may be issued, stating that any repetition of the offence or another serious violation may lead to permanent exclusion.

Upon return, students are typically placed on a Behaviour Contract/Report Card.

### **Permanent Exclusion (Expulsion)**

A student may be permanently excluded at the discretion of the Director, if they commit serious or repeated breaches of YBS rules or behavioural expectations. Permanent exclusion is considered only after extensive discussions with staff including the Pastoral Lead and should always be a last resort, unless staff believe that the student poses serious danger to other students or staff on the course. Offences that may result in permanent exclusion include:

- Possession, use, or sale of illegal drugs
- Serious or repeated misuse of alcohol
- Endangering the safety of others
- Wilful damage to property
- Theft
- Breaking out of a boarding house
- Behaviour likely to bring YBS into disrepute
- Violating the terms of a Final Warning

This list is illustrative and not exhaustive. Behaviour listed under Suspension may also lead to permanent exclusion.

A student who has been permanently excluded may not enter YBS grounds without permission.

### **Malicious Allegations Against School Staff**

If a student makes a malicious allegation against a member of staff and, following a full investigation, the allegation is found to be false, the student will meet with the Director. The student may be excluded, with the decision made in consultation with the Pastoral Lead. The exclusion may be temporary or permanent, depending on the severity of the incident.

### **Right of Appeal**

If a parent disagrees with a decision to exclude a student (either temporarily for five days or more or permanently), they may appeal the decision. The appeal must be submitted in writing to the Director within five days of being informed of the exclusion. The grounds for the appeal should be clearly stated, including any procedural errors.

An appeal panel will be convened within 10 days of receiving the written appeal. The panel will consist of members of the YBS Board including the Board Level DSL. The panel will review whether the correct procedures were followed and may consider any new evidence presented. However, the panel will not review the evidence used in the original decision-making process.

The outcome of the appeal will be communicated in writing to the appellant within five days of the panel hearing. The panel may either:

- Uphold YBS's decision

- Reverse the decision and refund the amount of missed days on the course (excluding deposit)

### **Suspected Criminal Behaviour**

If the Director or Pastoral Lead suspects criminal behaviour, YBS will make an initial assessment to determine whether the incident should be reported to the police. YBS will document its findings and preserve any relevant evidence. Once the decision is made to involve the police, YBS will refrain from further action that could interfere with the police investigation. The Designated Safeguarding Lead (DSL) will also decide whether the incident needs to be reported to the Local Safeguarding Children Partnership.

### **Student Expectations and Student Code of Conduct**

The Student Expectations Document outlines expected behaviour in the boarding house and studio. The broader School Code of Conduct sets out the rules that students must follow. These documents are explained to students during their induction and reviewed at the start of each course year. Copies of these documents are available in each boarding house.

### **Staff Training**

Staff are introduced to the Student Expectations Document and Student Code of Conduct during their induction. These documents are regularly referenced during staff meetings, and staff are encouraged to raise any behaviour management concerns with their line managers.

### **Governance**

The Director will provide a course report to the Board on student behaviour, which includes information on low-level concerns, temporary and permanent exclusions, racist incidents, bullying, and other behavioural matters.

**Approved by the Board of Trustees, March 2025 Date of next review, 2026**