Spanish Theatre Programme

Code of Conduct

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BADA's full policies can be viewed online at https://www.bada.org.uk/resource/policies/

Student Code of Conduct

High standards of academic and social conduct are essential to participation in all of BADA's Programmes. For 40 years, BADA's students have established an enviable reputation for taking their training and study seriously and for behaving professionally: maturely, collaboratively and kindly. All of BADA's Staff and Faculty are determined to maintain that reputation.
This document is designed to make you fully aware of the standards expected at BADA and of the consequences of breaching those standards.

Should a student breach any of the standards laid out in this document, the Dean may expel that person and require their departure from BADA. In such an instance there will be no refund of fees. The judgement of the Dean of BADA is absolute and final in the event of any dispute, offence or grievance and no negotiation for appeal will be entered into with parents or others.

We therefore urge you as strongly as possible to read through and understand these policies and to ensure that you, your parents and / or others sponsoring you are fully apprised of the contents of this document.

Requirements for Satisfactory Completion of Course

In order to satisfactorily complete the programme offered by BADA, students are required to attend all classes, lectures, master classes, excursions, seminars and meetings. They are also required to complete all reading assignments and preparatory work for the classes. Records of attendance are kept for all these activities and unexplained absences will be used when determining whether the course of studies has been pursued successfully.

Unsatisfactory completion of courses

BADA runs intensive programmes requiring sustained and committed study from its students. If for any reason your teachers become concerned at your progress or engagement with the programme, they will discuss your situation with the Dean; in extreme circumstances this could affect your continued participation of the programme.

Theatre Practice in the Classroom/Rehearsal Studio

Time-keeping

Punctuality is a core competency in the performing arts, as a matter of respect for your colleagues, your teachers, yourself and for the learning environment. BADA expects all students to be on time for class and properly prepared for their work.

Clothing for class and rehearsal

In class participants should wear loose-fitting clothes, that give freedom of movement without revealing more than is appropriate in a group setting. Ideally these should be in neutral colours. Jeans are not appropriate for movement class. Footwear should be soft sneakers or dance shoes, not boots. It is essential to bring clothes for movement.

For rehearsals and for classes focusing on particular characters, participants may bring to class garments that will help them explore the character: alternative footwear, headgear, character skirts, suits, formal clothes etc. All students should also bring unbranded rehearsal clothes in neutral colours which can be worn when professional photography or video is being recorded.

Work In and Out of Class
As with any theatre programme, students depend on the support and collaboration of their colleagues. Students should not only work hard in the classroom, but also ensure that they work enthusiastically alongside their fellow actors in their spare time. It is also important that students memorise lines in a timely manner as a matter of professional collaborative courtesy.

Physical Contact in Class
There are classes and exercises within class where physical contact between students, or between teachers and students, is a part of the learning process. Before making physical contact with anyone else, BADA expects teachers and students to ask for and to be given clear consent before proceeding.

In some instances, teachers may explain that an exercise or class session will require repeated physical contact and request consent for that rather than asking for consent each time. However, it should not be assumed that consent from a previous day or week or exercise extends to the current exercise without confirmation. Students and teachers are empowered to change their mind about consent during an exercise and express that clearly so the physical contact can be stopped.

Scenes or Exercises involving the use of Derogatory or Biased Language
The acting student's work is to acquire a range of skills in the classroom or studio with the assistance of teachers and directors, such as text work, voice, and movement in order to create a particular character.

That character's beliefs and attitudes may not accord with what the student believes, but the skill of the trained actor is to portray them convincingly within the context of the drama. Sometimes drama uses racism, homophobia, misogyny, or other prejudiced views intentionally in order to make an artistic point.

However, BADA believes that it is essential to distinguish material that intends to explore complex and sometimes contentious issues and ideas by using particular language or portraying characters who possess questionable beliefs from any kind of endorsement of such ideas or beliefs by the teacher, the writer, or the actor.

Many historical texts contain beliefs that are no longer commonly held or supported. Exploration of such texts, in particular within their historical context and an understanding of the difference between modern and historical perspectives, are an essential part of an actor's training. The exploration of historic language, beliefs and practices does not imply that they are supported in the present.

There must be a free and open dialogue within the classroom or the rehearsal studio between teachers and students and between students in which such language, beliefs and practices can be challenged without discounting their historical context. This is a cornerstone of the educational process.

Physical and Emotional Boundaries in Class
Acting classes often involve scenes and exercises that may require close physical proximity or emotional vulnerability. To navigate these moments with confidence and respect, always use the quick check-in and check-out process introduced in the Boundaries and Consent sessions. Open, honest communication with your scene partner(s) is essential.

Some scenes may contain intimate or violent content, either explicitly or implicitly. However, if sexual intimacy or violence is the primary focus of the scene, it may not be suitable for classwork. These moments require time, support, and guidance from trained professionals, which may not be available in this context. Such material should only be approached after consultation and approval from Faculty, usually the teacher leading the session.

Depending on the content and context, physical choices can be stylised, or performed at a safe distance, and must be clearly choreographed. Scenes involving intimate content must only be rehearsed at BADA using placeholders (gestures or language that suggest the action without performing it physically). A mutually agreed-upon third party must also be present for these rehearsals to help maintain a professional environment and ensure boundaries remain clear.

When selecting material, prioritise scenes that allow you to focus on your craft: your acting, your connection to the text, and your ability to inhabit a character, while always respecting the physical and emotional boundaries of yourself and others.

Student and Faculty Grievances
All matters of grievance concerning students and faculty should be brought to the attention of the Dean in the first instance, who will also keep the Managing Director informed of the issue and any action taken to resolve it. When applicable, faculty at a student's home school may also be informed regarding the issue and the action being taken by BADA.

Academic Care
Students with questions about their work at BADA are encouraged to share any concerns they may have with the Dean or the Managing Director, both of whom maintain an 'open door' policy to all students and Faculty.

Dispute Resolution
Ideally any issues relating to the aspects of classroom practice discussed above should be resolved within the classroom.

Should that prove impossible then the matter must be referred to the Dean of BADA. After an informal meeting with all concerned parties, the Dean will endeavour to arrive at a resolution that can be agreed upon by all concerned.

Should that be unsatisfactory to all or any of the parties, then there will be a more formal adjudication. Everyone involved will be required to submit their concern in writing to the Dean by an agreed date. The Dean will then convene a Dispute Committee involving two impartial members of the BADA faculty to consider the written submissions, and to discuss them with all parties. The Dispute Committee will be bound to produce their final adjudication, which will be binding on all parties, within five days of this hearing.

Honesty
BADA assumes honest behaviour on the part of all students. Students must avoid any action that might be interpreted as cheating, stealing, lying or plagiarism.

Unauthorised Absences
All students must be aware of the dangers of unauthorised absence in terms of their education, their right to remain in the country and the possible long-term effects of deportation on their ability to travel to the UK in the future.
The UKVI requires all of its sponsors to notify them if any student has ten unauthorised absences during their course of study. In this event students risk deportation and refusal of entry to the UK for ten years.
BADA defines an unauthorised absence as a full day's study. Illness or absence with BADA's consent (for weddings, funerals etc.) do NOT count as unauthorised.
Students should notify BADA in person **as soon as** they realise they are not able to attend classes on any particular day. This should be done by sending a written chat message to all members of the office staff in Teams and receiving conformation from the team.
Messages passed along from fellow students are NOT acceptable ways of reporting absence.

Work, Placements and Internships
Due to the intensive nature of BADA's programmes, students are not permitted to work during their course of study, as this is against their visa regulations and might jeopardise the ability to complete the course successfully. For the same reason BADA will not offer or arrange work placements or internships or permit students to accept such positions elsewhere during their time at BADA. If BADA has any reason to believe that a student is intending to violate the terms of their visa, it will in the first instance contact the UKVI for guidance, and act accordingly.

Dependants and Pets
Students studying at BADA at not permitted to bring dependants or pets.

Interaction of Academic and Social Conduct
Social conduct has a clear impact on performance. We remind you that study is your priority while participating in BADA's London Theatre Programme.

You are expected to organise your time and activities so that you are well rested and thoroughly prepared for each day of classes. Your teachers will report to the Dean of BADA if they conclude this is not the case. The Dean of BADA, after an investigation, may come to the conclusion that you are not prioritising your studies and ask you to leave the programme.

You are expected to confine socializing, within or outside the accommodation, to evenings when you have no classes, excursions or other academic activities that evening, or the following day.

While studying with BADA, you must take responsibility for maintaining your own health, get plenty of rest and eat appropriately.

Social policies
All BADA students are expected to abide by its regulations and to conform to its high standards of social behaviour. Students participating at BADA over the years have created an outstanding reputation for responsible and mature conduct. We expect you to maintain this reputation.

Alcohol policy
The programme operates a **zero-tolerance policy** with regards to the consumption of alcohol during academic hours. It is strictly prohibited for students to attend any classes during the programme under the influence of alcohol or suffering the effects of alcohol.
Similarly, failure to attend any BADA classes, lectures, master classes, excursions, seminars and meetings due to consumption of alcohol will be viewed as immediate failure to satisfactorily complete the course.

Failure to abide by this policy will result in automatic expulsion from the programme.

Drugs Policy
The sale, distribution, use or possession of a controlled drug or substance is illegal in Great Britain and the British Police are stern in their application of the law. Any breach of this law by a student at BADA will result in expulsion from the programme and a report being sent to your home institution. As this is a criminal act you will also be breaching the terms and conditions of your visa and entitlement to remain in the UK. You may be deported from the United Kingdom with no right of entry for a minimum period of 10 years and could face serious consequences on your return to the United States of America.

Bullying, Sexual Assault and Harassment
BADA expects all students, faculty and staff to adopt behaviour which respects the dignity of all individuals. It is the responsibility of all students, faculty and staff to assist in eliminating bullying. They are encouraged to contribute to a positive working environment by challenging unacceptable behaviour in a constructive way. Sexual assault and harassment will not be tolerated in any way. Responsibility for any such behaviour will result in expulsion from the programme.

The full Bullying, Sexual Assault and Harassment policy can be found on BADA's website.

Equality
BADA is committed to the Equality and Diversity of opportunity for all applicants on the programme**.** Discrimination of any kind will not be tolerated and any instance with be dealt with in line with BADA's policy.

The full Equality and Diversity policy can be found on BADA's website.

Staff/Faculty-Student Relationships
BADA regards it as unethical and inappropriate for a member of BADA Staff/Faculty to enter into a romantic or sexual relationship with a student and vice versa, even if consensual. This applies even if the staff/faculty member and student have no direct teaching contact and/or the two parties are involved in separate programmes. Failure to abide by this will result in disciplinary action and possible dismissal of both parties from the programme.

The full Staff/Faculty-Student Relationships policy can be found on BADA's website

Buildings and facilities
You are expected to show complete respect to all BADA premises and your housing. If you cause any damage, you may be liable for the full cost of the repairs.

Fire equipment
There is fire safety equipment throughout BADA's premises, for use by trained staff. Misuse of this equipment is highly irresponsible and a criminal offence in the United Kingdom.

Mobile Phones
BADA operates a strict no-phone policy in all learning spaces. All mobile devices (including cell phones, smart watches, and tablets) must be checked in at the office during classes and activities, unless a specific medical exemption has been requested and granted.
The full Mobile Phone and Camera policy can be found on BADA's website.

Noise
All students of the programme live in shared accommodation. Each individual student has the responsibility to ensure the spaces remain enjoyable for all.

The most frequent source of concern and complaint is excessive noise, especially late in the evening. Complaints should be taken up with your accommodation provider. Any student reported to BADA's for infractions will be dealt with severely.