



RELATIONSHIPS BETWEEN STAFF AND STUDENTS' POLICY

Policy Statement

This policy sets out The Rep Theatre Project CIC 'theRTproject's position on the parameters for appropriate professional relationships between all staff and students at 'theRTproject'. Any relationship should be one that is created on mutual trust and assurance.

1. Scope

For the purposes of this policy, a **personal** relationship is interpreted as:

- A family relationship
- A business/commercial/financial relationship
- A sexual/romantic relationship

A **professional** relationship is interpreted as:

- A supervising, mentoring, tutoring, assessing, teaching role
- A pastoral role
- Administrative role
- Technical support
- SpLD Support role

The development of an appropriate, supportive professional relationship between a student and a member of staff is an essential part of students' training whilst here at 'theRTproject'. It is vital that the staff-student relationship is one built on trust and confidence, allowing students to really benefit from their learning experiences whilst completing their training at 'theRTproject'. It is essential that all students benefit from equality of treatment and do not in any way feel prejudice of treatment towards them.

Under no circumstances should any staff member arrange to see a student outside of College socially, unless it is to attend an official ‘theRTproject’ event in a professional capacity.

2. Legislation

Our expectations regarding appropriate staff and student relationships are underpinned by procedures and duties related to: Equality and Diversity, Safeguarding, Health and Safety, Staff Recruitment, Staff Disciplinary Procedures, Student Code of Conduct.

3. Responsibilities

Staff should declare any family relationships when a prospective student applies so that appropriate pastoral and assessment support is in place if the student gets accepted onto a programme at ‘theRTproject’. This data should be passed on to HR. Where possible, students would not be offered exclusive pastoral support or be primarily/solely assessed by an individual with a personal relationship to ensure assessment is transparent and fair for all students.

Any staff member who is intending to, or is contracted to, work alongside a student on a business/commercial/financial venture should also declare this to the company via HR to ensure no conflicts of interest arise. This is essential if the business venture forms part of a student assessment – any member of staff also working alongside them should not be appointed as an assessor to ensure transparency and fairness.

Students or staff who observe individuals entering into an inappropriate personal relationship i.e. sexual, have a duty to report this to the Artistic Directors.

Any employee thought to be in breach of this policy will be investigated by the Artistic Directors. The relevant disciplinary procedures will be invoked as appropriate.

Staff would be informed in writing by HR, usually within a working week of the report, and be issued with clear guidance about the disciplinary procedures from that point forward.

Where issues involve courses underwritten by a collaborative partner, [REDACTED], staff should be advised that where awarding bodies have their own published procedures, these may take precedent over ‘theRTproject’ policy.

4. Private Tutoring

‘theRTproject’ acknowledges that some staff members may also work as private tutors outside of ‘theRTproject’, for example, offering private lessons in acting, dance or singing etc. On occasions, ‘theRTproject’ students may decide to engage in private lessons, and they may do so, so long as this is declared to HR by both the student and Staff member. Both parties accept that private lessons are subject to the tutor’s own contractual terms and conditions, and are outside of ‘theRTproject’'s contractual remit and responsibility.

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