

# Code of Conduct

International Dance Teachers Association:

*Aligned with the International Dance Teachers Association (IDTA) policies, including Safeguarding, Equality, Diversity & Inclusion, and the IDTA Complaints Policy.*

## 1. Purpose

This Code of Conduct sets out the professional standards, expectations, and ethical principles required of all members of the IDTA. It ensures that our community of dance teachers upholds the highest levels of professionalism, respect, safety, and integrity, while providing a positive and supportive environment for students, colleagues, families, and the wider community.

This Code must be read in conjunction with all relevant organisational policies, including:

- Safeguarding Policy
- Equality, Diversity & Inclusion Policy
- Health & Safety Policy
- Data Protection Policy
- IDTA Complaints Policy
- IDTA/BDC requirements and related dance regulations

## 2. Core Values

Members commit to promoting and modelling the following values:

- Professionalism – Acting with competence, responsibility, reliability, and accountability.
- Respect – Treating all individuals with dignity, fairness, and inclusivity.
- Integrity – Being honest, ethical, and transparent in all professional activities.
- Collaboration – Supporting colleagues, sharing knowledge, and fostering community.
- Lifelong Learning – Pursuing ongoing personal and professional development.

## 3. Standards of Behaviour

### 3.1 Respect for Students and Learners

Members must:

- Prioritise the safety, wellbeing, and development of all students.
- Maintain appropriate professional boundaries at all times.
- Avoid discrimination, harassment, exploitation, or abusive conduct.
- Provide safe, inclusive, supportive learning environments.

## 3.2 Respect for Colleagues and Members

Members must:

- Engage with others courteously, respectfully, and constructively.
- Encourage diversity of opinion and inclusive participation.
- Avoid bullying, harassment, or hostile behaviour.
- Work collaboratively with other dance professionals and organisations.

## 3.3 Professional Integrity

Members must:

- Uphold high standards of teaching, conduct, and ethics.
- Accurately represent qualifications, experience, and expertise.
- Avoid conflicts of interest and misuse of membership status.
- Never attempt to influence or intimidate examiners, judges, or officials.
- Avoid conduct that could discredit the profession, organisation, or IDTA.

## 3.4 Upholding Organisational Reputation

Members are expected to:

- Represent the IDTA positively and professionally.
- Use organisational resources, branding, and platforms responsibly.
- Avoid actions that could bring the organisation or the profession into disrepute.

## 3.5 Commitment to Professional Development

Members must:

- Engage in ongoing professional learning and reflective practice.
- Recognise personal limitations and seek support where necessary.
- Assist colleagues in developing their own professional skills.

# 4. Safeguarding and Duty of Care

Members must:

- Comply fully with all safeguarding laws, policies, and reporting procedures.
- Ensure no action or omission places students at risk.

- Maintain appropriate supervision, safe teaching practices, and age-appropriate class sizes.
- Ensure venues have safe flooring, ventilation, heating, and secure changing areas.
- Follow emergency procedures and maintain accurate accident/incident records.

## 5. Confidentiality and Data Protection

Members must:

- Treat all student and member information as confidential.
- Not share or use information for personal advantage.
- Comply with data protection legislation and organisational requirements.
- Process data legally, fairly, accurately, and securely.
- Register with the Information Commissioner's Office where required.

## 6. Membership Conduct and Disciplinary Procedures

### 6.1 Termination of Membership

- The Board may request a member's resignation where it believes it is in the best interests of the Association.
- Written notice will be provided with reasons.
- Members have 14 days to resign or request a hearing.
- No response within 14 days will be treated as resignation.

### 6.2 Right to a Hearing

- A member may request a hearing within 14 days (or longer with Board approval).
- A Committee of 3–7 persons will:
  - Determine its procedures
  - Hear the member's case
  - Report findings of fact to the Board and the member
- Recommendations for disciplinary action may be made but are not required.
- Findings of fact cannot be appealed.

### 6.3 Disciplinary Action

Penalties may include:

- A formal demand for resignation
- Suspension of membership
- Expulsion from the Association

### 6.4: Sanctions policy

- In all other circumstances the IDTA sanctions policy will be used to determine the correct approach to a breach of the code of conduct. Please see the sanctions policy

## 7. Unprofessional Conduct

Members may face disciplinary action for unprofessional conduct or behaviour such as but not exclusively:

- a) Breaching or permitting breaches of British Dance Council (BDC) Rules.
- b) Publishing or teaching unreleased BDC material.
- c) Misusing membership or qualifications for advertising.
- d) Attempting to influence examiners, judges, or officials.
- e) Advertising in ways that criticise or undermine colleagues.
- f) Discussing competitors' abilities while adjudicating.

The following behaviours are unacceptable and considered unprofessional as examples but not exclusively:

- Soliciting another teacher's pupils (e.g., handing flyers near their venue, direct approaches, cold calling).
- Public professional disputes or criticism of colleagues.
- Using unfair methods to remove another teacher from premises.
- Inappropriate behaviour in public or at professional events.
- Criticising approved dance associations or their standards.

## 9. Standards of Good Teaching Practice

School principals and teachers should:

- Employ appropriately qualified, vetted, and insured staff.
- Provide clear aims and objectives for students.
- Maintain robust health, wellbeing, safeguarding, and injury-prevention policies.
- Ensure consistent, fair assessment practices.
- Communicate effectively with students and families.
- Foster a positive, inclusive, and motivating learning environment.

Individual Teachers Should:

1. Communicate respectfully and clearly with students.
2. Inspire an appreciation of dance.
3. Demonstrate professionalism, punctuality, and reliability.
4. Motivate students and support development of self-discipline.
5. Teach safe, correct dance technique across disciplines.
6. Recognise and develop each student's potential.
7. Adapt teaching to individual needs and abilities.
8. Ensure choreography and physical corrections are safe and appropriate.
9. Uphold the rules and standards of the IDTA.

## 10. Statutory and Legal Responsibilities

Members must:

- Comply with all health and safety laws and venue regulations.
- Maintain appropriate insurance (public/product liability, employer liability).
- Comply with business legislation (taxation, copyright, music licensing, company registration).

## 11. Reporting and Accountability

- Concerns or breaches of this Code must be reported promptly via established procedures or via the IDTA Complaints Policy.
- Reports will be handled fairly, confidentially, and in accordance with due process.
- Misconduct may result in warnings, conditions, suspension, or termination of membership.

## 12. Commitment

By joining or renewing membership with the IDTA, all members agree to:

- Abide by this Code of Conduct
- Uphold the highest standards of professionalism and integrity
- Comply with IDTA, BDC, and organisational policies and procedures