

JLC Student Disciplinary Action Policy

At JLC Dance Company, we are committed to creating a safe, respectful, and supportive environment for all of our students, families, and staff. We believe that positive behaviour and respect for others are key to building a strong, nurturing dance community. This **Disciplinary Action Policy** outlines the expectations for student conduct, as well as the process and consequences for addressing any behaviour that does not align with the studio's values.

1. Expectations for Behaviour:

We expect all students, parents, and staff to demonstrate the following behaviours:

- **Respect:** Treat others with kindness, consideration, and fairness, both in the studio and during studio events.
- **Responsibility:** Follow the rules and expectations set by the studio, instructors, and staff. This includes taking care of the studio's property, adhering to the dress code, and being punctual for classes, rehearsals, and performances.
- **Positive Attitude:** Maintain a positive attitude, show a willingness to learn, and support your peers.
- **Safety:** Act in a manner that ensures the safety of yourself and others. This includes following all safety protocols during classes and events.

2. Behaviours That May Lead to Disciplinary Action:

While we encourage all students to behave with respect and professionalism, there are certain behaviours that are unacceptable in our studio environment. These include, but are not limited to:

- **Disrespectful behaviour:** Insulting or aggressive language, bullying, or actions that harm others emotionally or physically.
- **Disruptive behaviour:** Interrupting classes, excessive talking, or behaviour that interferes with the learning experience for others.
- **Insubordination:** Failure to follow the instructions of an instructor or staff member in a respectful manner.
- **Inappropriate conduct:** Engaging in any behaviour that is inappropriate, unsafe, or in violation of the studio's policies.
- **Damaging studio property:** Destroying or damaging the studio's property or the property of other students.
- **Substance use:** The use of drugs, alcohol, or tobacco on or around studio premises.

3. Process for Disciplinary Action:

If a student or their guardian engages in behaviour that violates the studio's expectations, the following steps will be taken to address the situation:

1. Initial Discussion:

- The instructor or staff member will address the issue privately with the student involved. If appropriate, the student's parent or guardian will be contacted to discuss the behaviour.
- The purpose of this conversation is to understand the situation, give the student an opportunity to explain, and to express the expectations of the studio moving forward.

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2. **Warning:**

- If the behaviour continues or is deemed serious enough, the student will receive a formal **warning**. The student will be informed of the consequences if the behaviour persists.
- A meeting may be scheduled with the student and their parent/guardian to ensure understanding of the expectations and the importance of improvement.

3. **Probation:**

- If the behaviour persists after a warning, the student may be placed on probation. During this probation period, the student will be expected to demonstrate significant improvement in their behaviour.
- During the probation period, the student's participation in class, rehearsals, or performances may be limited. The studio will provide specific guidelines for improvement.

4. **Permanent Removal:**

- In cases of ongoing misconduct or if the behaviour severely impacts the safety or well-being of others, the studio reserves the right to permanently remove a student.
- This decision will be made after careful consideration, and a meeting may be held with the student and their parent/guardian to explain the decision.

5. **Discretionary Termination:**

- JLC reserves the right to terminate a student's participation at our discretion, even prior to completing the above steps. This may be due to reasons such as severe misconduct, disruption to the studio environment, or actions that compromise the safety, respect, or well-being of others.
- Such decisions will be made on a case-by-case basis and with careful judgment by the studio management team. In cases of immediate or significant concern, the studio may act swiftly to remove a student to protect the community and maintain integrity.
- A meeting may be held with the student and their parent/guardian to explain the decision if applicable.

4. **Factors Considered in Disciplinary Action:**

When determining appropriate disciplinary actions, the studio will consider the following factors:

- The severity of the behaviour.
- The frequency of the violation.
- The student's previous conduct and history of behaviour.
- The age and maturity level of the student.
- Any mitigating circumstances, such as personal or family issues that may be affecting the student's behaviour.

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5. Parent and Guardian Involvement:

Parents and guardians will be notified of any disciplinary actions taken and are expected to cooperate with the studio in addressing the behaviour. We encourage open communication between the studio and families to ensure that any issues can be resolved in a supportive and constructive manner.

6. Final Note:

The goal of this Disciplinary Action Policy is to maintain a positive, safe, and respectful environment for all students, staff, and families at JLC Dance Company. We want every student to succeed and thrive, and we believe that clear expectations and consistent behaviour standards will help us achieve that goal. We are committed to working with students and families to ensure a productive and enjoyable experience at our studio.

By participating in the programs at JLC Dance Company, all students, parents, and guardians agree to adhere to this policy to maintain a respectful and positive environment.



Jessica Cox
Director
27/01/2025