

CV DANCE STUDIO PREVENTION OF BULLYING POLICY STATEMENT

CV DANCE STUDIO (the Dance School) places the highest emphasis on Health and Safety in conducting all daily operations.

This policy applies to all employees and students of the Dance School, whether volunteer or paid, and to all contractors and visitors.

Our Dance School expects that all employees and other people associated with the Dance School shall treat each other with respect and dignity, in an effort to provide a working environment that is cohesive and comfortable for all. Specifically, the Dance School will not tolerate any Bullying in the workplace.

Bullying behaviour can include but is not limited to

1. Verbal abuse or shouting;
2. Physical Abuse;
3. Excluding or isolating a person;
4. Psychological harassment;
5. Humiliating a person through sarcasm, criticism or insults (including bullying through on-line systems);
6. Ignoring or belittling a person's contribution or opinion.

The Dance School encourages the early reporting of any allegations of bullying.

Where any persons feel that they are the victim of bullying, they should discuss the matter directly with the person/people concerned and request an end to the behaviour. Should this approach fail or be inappropriate, the victim can raise the matter with the Principal or Head Teacher.

Disciplinary action will be taken against anyone who victimises or retaliates against a person who has made a complaint.

The Principal and Head Teachers have the responsibility and authority to ensure that the Dance Schools health and safety objectives are achieved. They will identify and support measures to eliminate bullying of any kind within the Dance School.

Teachers and Assistants are responsible for reporting any situation that they are aware of to a Head Teacher or the Principal as soon as possible. Their performance as a Class Leader includes their ability to identify, reduce and prevent bullying from occurring.

Students and Parents of the Dance School are responsible for their own behaviour and may face disciplinary action if they engage in bullying behaviour of any form.