



Royal Academy of Dramatic Art

Code of Conduct

In this document, “you” and “your” means the staff¹, student; “we”, “us” and “our” mean RADA. King’s College London may be referred to as King’s.

Introduction

1. The Code of Conduct sets out the standards of behaviour that RADA expects of staff and students and the action that will be taken should your behaviour fall below these standards see [Appendix 1](#) for examples. This Code along with the following list of policies and procedures and guidelines are designed to create a safe, inclusive and healthy environment within the Academy.
 - a. Academic Misconduct (HE Student only)
 - b. Code of conduct freedom of speech (All)
 - c. Drugs and Alcohol Policy (All)
 - d. Health & Safety Policy (All)
 - e. IT Policy (All)
 - f. Sexual Misconduct, Bullying & Harassment (All)
 - g. Smoking and Vaping Policy (All)
 - h. Staff, Student relationship Policy (All)
 - i. Staff Misconduct (Staff)
 - j. Staff Grievance Procedure (Staff)
 - k. Student non-Academic Misconduct (Student only)
 - l. Staying Safe Online (Students)
2. If there is a possibility that you have breached this policy then it will be investigated as per the relevant policy above.

Academic Integrity

3. Honesty in Academics: you are expected to demonstrate honesty in your academic work. Plagiarism, cheating, and any other form of academic dishonesty are strictly prohibited.
4. Respect for Intellectual Property: you must respect the intellectual property rights of others, including properly citing sources and not engaging in unauthorised use or reproduction of copyrighted material.

¹ Staff includes those who are full or temporary contracts. Example: Directors and Designers, Full and part time contracted staff.

5. Collaboration and Independence: collaborative work should be transparent, with proper acknowledgment of all contributors. Students are expected to complete assignments independently unless otherwise specified.

Respect for Others

6. Diversity and Inclusion: RADA is committed to fostering a diverse and inclusive community. Discrimination, harassment, or any form of prejudice based on the protected characteristics from the Equality Act 2010 will not be tolerated.
 - age
 - gender reassignment
 - being married or in a civil partnership
 - [being pregnant](#) or on maternity leave
 - [disability](#)
 - race including colour, nationality, ethnic or national origin (Ethnicity)
 - religion or belief
 - sex
 - sexual orientation
7. Respectful Communication: you should communicate in a respectful and professional manner, whether in person, online, or through other media. Hate speech, slurs, bullying, and offensive language will not be tolerated.
8. Freedom of Expression: we are committed to upholding academic freedom of enquiry in its training, education and research and to freedom of artistic and creative expression in the work created, presented and studied at the Academy. This can only be achieved if all concerned behave with lawful tolerance and respect the Academy's core values and anti-discriminatory practices.

Personal and Social Responsibility

9. Behaviour: You are expected to conduct yourself in a manner that reflects well on RADA, both on and off-site. Harassment, sexual misconduct, disruptive behaviour, vandalism, or any activity that undermines the integrity of our community will not be tolerated.
10. Substance Abuse: Consumption of alcohol or being under the influence of alcohol is forbidden during the teaching day, including when this extends into the evening. We have processes in place to support you as required.
11. The taking of or dealing in 'recreational' or illegal drugs and substances is forbidden on RADA premises, as is being under the influence of non-prescribed drugs
12. Health and Safety: You are expected to contribute to a safe and healthy academic and working environment this includes respecting safety regulations, adhering to health protocols, and taking responsibility for actions that may impact the well-being of others.
13. Gambling: unauthorised gambling is prohibited on RADA premises. We have processes in place to support you as required. Raffles and auctions are permitted under management approval

Responsibilities to RADA

14. Compliance with RADA Policies: you must adhere to all applicable academy policies, procedures, and regulations. All policies are available on [SharePoint](#) and where you don't have access to SharePoint you will either be supplied copies or link to the [website](#).
15. Protecting and respecting RADA Property and spaces: You are responsible for maintaining and safeguarding RADA property. Vandalism, theft, or any damage to RADA facilities, equipment, or resources will result in disciplinary action. All spaces must be left clean, organised, and ready for the next class by tidying up, disposing of waste, chairs and tables to one side, and reporting any issues.
16. Use of Technology: The use of RADAs computing resources, email, and networks must be conducted in a manner consistent with academic and ethical standards. Cyberbullying, data theft, or the misuse of technology resources is prohibited.

Disciplinary Process

17. Violations of the Code: may result in disciplinary action, which can include warnings, probation, suspension, or expulsion, depending on the severity of the incident.
18. Fair Process: All individuals accused of not adhering to the Code of Conduct will be provided with a fair process. This includes the opportunity to present their case, access to support resources, and an appeal process.
19. Behavioural Expectations: Disciplinary action may be taken after appropriate investigation. If individuals consistently fail to meet the behavioural expectations set by us, whether through academic dishonesty, harassment, or other disruptive behaviours.
20. Reporting of Illegal activity: We will support members of our community to report incidents to the police. Where there is a legal duty on RADA to report incidents then we will do so. Example related to Prevent duties and under our safeguarding responsibilities

Commitment to Excellence

21. We strive to foster an environment where all members of the community are empowered to excel academically, personally, and professionally. By adhering to this Code of Conduct, individuals contribute to our mission of creating a supportive, dynamic, and respectful academic environment.

Conclusion

22. This Code of Conduct is a reflection of the values and principles that define our community. All members are expected to understand and comply with these standards to ensure that RADA remains a place where individuals can learn, grow, and thrive together.

Appeal

23. Appeals will be conducted as per the relevant policy covered by this code of conduct.

Appendix 1

Misconduct: Types of offences, behaviours and sanctions

This is a description of types of behaviour which may be considered as unacceptable this is not an exhaustive list. Should any complaint or disciplinary action be brought, the context, as in all cases, may be relevant to determining whether misconduct has taken place.

NB: Some of the behaviours listed below constitute criminal acts and may be subject to police action outside of the RADA process.

Type of offence	Examples of unacceptable behaviour	Examples of sanctions note these are all possible sanctions, they do not necessarily relate to the action on the same line in the 'Examples of unacceptable behaviour' box.
Physical misconduct	Pushing Pulling Hair Punching Kicking Slapping Shoving	• Written apology • Formal warning • Conditions set to continue as a member of the RADA community • Suspension • Expulsion/Termination of Contract
Sexual misconduct	Repeatedly following another person without good reason. Making unwanted remarks or demands of a sexual nature. Sexual intercourse or engaging in a sexual act without consent. Attempting to engage in sexual intercourse or a sexual act without consent. Sharing private sexual materials of another person without consent. Sending unsolicited material of a sexual nature, eg pornography including text or photographs, to another person. Kissing without consent. Touching, including through clothes, without consent Inappropriately showing sexual organs to another person.	• Written apology • Formal warning • Conditions set to continue as a member of the RADA community • Suspension • Expulsion/Termination of Contract
Antisocial behaviour	threatening, harassing or unruly behaviour such as drunkenness and loitering RADA spaces. Drug use – and the mess and disruption that can go with it. vandalism, graffiti, fly-tipping and littering	• Written apology • Formal warning • Conditions set to continue as a member of the RADA community • Suspension • Expulsion/Termination of Contract
Offensive or Abusive Behaviour including on social media	Threats to hurt another person. Abusive comments relating to an individual's protected characteristics. Acting in an intimidating and hostile manner, physically or verbally, or via electronic communication. Repeatedly following another person without good reason.	• Written apology • Formal warning • Conditions set to continue as a member of the RADA community • Suspension

	Use of inappropriate language. Repeatedly contacting another person (by telephone, email, text, on social media, or through a third party) against the wishes of the other person. Distributing or publishing a poster, notice, sign or any other matter, which is offensive, intimidating, threatening, indecent or illegal. Taking a photograph of a student or RADA employee, or a visitor to RADA, and distributing or publishing this image without permission. Distributing or publishing an existing photograph of a student or RADA employee, or a visitor to RADA, without permission.	• Expulsion/Termination of Contract
Damage to property	Causing damage to RADA property, or the property of RADA students, employees or visitors to RADA.	• Written apology • Formal warning • Conditions set to continue as a member of the RADA community • Suspension • Expulsion/Termination of Contract
Unauthorised taking or use of property	Misuse of RADA's property (for example computers, props or costumes). Unauthorised entry onto or unauthorised use of RADA's property. Taking property belonging to another person without permission.	• Written apology • Compensation for damage caused/replacement of property • Conditions set to continue as a member of the RADA community • Formal warning • Suspension • Expulsion/Termination of Contract
Causing a health and safety concern Compromising the safety or wellbeing of members of the RADA community	Act/omission that did cause or could have caused a health and safety concern on RADA premises or during RADA activities (for example, smoking cigarettes in non-designated areas). Act/omission that did cause, or could have caused, serious harm on RADA premises or during RADA activities (for example, disabling fire extinguishers or smoke detectors, failing to follow appropriate H&S procedures within the theatre, or possessing/supplying controlled drugs).	• Written apology • Compensation for damage caused/replacement of property • Conditions set to continue as a member of the RADA community • Formal warning • Suspension • Expulsion/Termination of Contract
Operational obstruction	Improper interference with the activities of RADA (including academic, artistic, administrative and social) on RADA premises or elsewhere. Improper interference with the functions, duties or activities of any student or employee of RADA or visitor to RADA. Act/omission/statement intended to deceive RADA Disruption of the activities of RADA (including academic, artistic, administrative and social) on RADA premises or elsewhere. Disruption of the functions, duties or activities of any student or employee of RADA or visitor to RADA.	• Written apology • Compensation for damage caused/replacement of property • Conditions set to continue as a member of the RADA community • Formal warning • Suspension • Expulsion/Termination of Contract

Reputational damage	Behaviour that did damage, or could have damaged, the reputation of RADA.	• Written apology • Formal warning • Conditions set to continue as a member of the RADA community • Suspension • Expulsion/Termination of Contract
Breaching the IT acceptable Use policy	Harm caused by the misuse of the IT systems and RADA's data. Misuse includes both deliberate and inadvertent actions. attempt to perform any unauthorised changes to IT systems or information. attempt to access data that they are not authorised to access or use. give or transfer RADA data or software to any other person or organisation outside of RADA without the authority of a member of senior management and/or the IT department. use the internet, social media or email for the purposes of harassment or abuse. use the internet, social media or email to promote or encourage extremism or radicalisation (in accordance with the Prevent duty).	• Written apology • Formal warning • Conditions set to continue as a member of the RADA community • Suspension • Expulsion/Termination of Contract
Behaving in a manner deemed to be unacceptable under the Sexual Misconduct, Bullying and Harassment Policy	Unacceptable Behaviour Harassment, sexual and non-sexual Bullying Victimisation	• Written apology • Formal warning • Conditions set to continue as a member of the RADA community • Suspension • Expulsion/Termination of Contract
Other Behaviour that might constitute a criminal offence	Behaviour which constitutes a criminal offence, committed whilst on RADA premises. Behaviour which constitutes a criminal offence, committed whilst engaged in RADA activities including those not taking place on RADA premises. Behaviour which constitutes a criminal offence, which affects the functions, duties or activities of any student or employee of RADA, or any visitor to RADA. Behaviour which constitutes a criminal offence, which damages the reputation of RADA. Behaviour which constitutes a criminal offence, which itself constitutes misconduct within the terms of this guidance document. Behaviour, which is an offence of dishonesty, where the student holds an office of responsibility within RADA. Failure to disclose a breach of the law/criminal conviction.	• Formal warning • Conditions set to continue as a member of the RADA community • Suspension • Expulsion/Termination of Contract
Regulatory/procedural breach	Behaviour which has breached another RADA (or, as applicable, King's College London) Regulation. Procedure or Policy. Failure to comply with a previously imposed penalty (other than non-payment of a fine)	• Written apology • Formal warning • Conditions set to continue as a member of the RADA community • Suspension

		• Expulsion/Termination of Contract
--	--	---

In the context of this Code of Conduct, please note that all the unacceptable behaviours set out in the table above are equally applicable to student-student and student-staff interactions.

What are 'Protected Characteristics'?

This is the terminology used in the Equality Act 2010 to describe certain attributes of people and we should not discriminate because of these characteristics. There are nine (listed in alphabetical order):

Age
Disability
Gender reassignment and non-binary gender identification
Marriage and civil partnership
Pregnancy and maternity
Race
Religion or belief
Sex
Sexual orientation

Original Policy created	May 2015
Policy Updated	Summer 2025
Sub Committee Review	LTSE: Summer 2025 Staff Forum: Summer 2025
Document Approved by	SLT
Date Approved	Jan 2026
Version	5.0
Review Date	Two years (Autumn 2027)

Previous versions

4.0 June 2023: updated to merge RADA rules and Code of conduct into one document
5.1: total rewrite: to become a code of conduct for RADA not just students specific