

# RADA

## Royal Academy of Dramatic Art

### Staff-Student Relationships Policy

#### 1 Scope

This policy sets out RADA's requirements for the maintenance of professional relationships between staff and students.

Staff who work for or with RADA in a professional capacity are in a position of trust towards RADA students and this role therefore imposes specific responsibilities and duties. In the context of this policy, staff include but are not limited to RADA employees (including RADA Business employees), honorary staff, visiting professionals (including visiting tutors and directors), self-employed contractors and all governors including the Chair.

Visiting professionals are only covered by this policy in the context of their work for RADA. Students should be aware that this policy does not cover interactions with these individuals in scenarios unconnected with their involvement with RADA. Students undertaking paid work at RADA while on an undergraduate or postgraduate programme, are not considered to be staff in the context of this policy.

This policy provides staff with the definition of professional relationships with students and the specific requirements RADA has of staff to maintain professional boundaries. These professional boundaries must be maintained with all individuals to which staff hold a position of trust. In the context of this policy, students therefore include:

- Students who have been formally offered a place to study, or are currently studying on, an undergraduate or postgraduate programme at RADA
- Individuals participating in **RADA** Short Courses
- Young people with whom **RADA** engages in widening participation and outreach activities

**RADA** will take disciplinary action against a member of staff where they engage in action/s with a student/s that is prohibited in this policy. **RADA** may also take disciplinary action against a member of staff where other day-to-day requirements set out in this policy are not met.

This policy also provides students with the definition of professional relationships with staff and therefore what they should expect as a member of the Academy. The ultimate responsibility for maintaining professional relationships with students lies with staff. **RADA** would therefore not normally take disciplinary action against a student if a relationship with a member of staff transgressed a professional boundary. Exceptions to this position would be if an investigation showed that a student sexually harassed, assaulted, or abused a member of staff or that they purposely submitted a malicious or vexatious complaint. **RADA** does, however, require students to act in accordance with the Respect at **RADA** policy and all other student policies and procedures that are relevant respectively to undergraduate and postgraduate students, **RADA** Short Courses or Widening Participation and Outreach activities.

Relevant [RADA policies](#) to the Staff-Student Relationships Policy are:

- [RADA Zero Tolerance Statement](#): which states RADA's commitment to dignity and respect and zero tolerance to harassment or abuse of any kind
- Respect at RADA: which includes matters relating to sexual harassment and abuse
- Safeguarding Policy: regarding vulnerable adults and those under the age of 18.
- Social Media Policy: provided to staff and to students

- Intimacy in Performance Protocol: regarding physical touching

On occasion, there may be a cross-over between matters in this Staff-Student Relationships Policy and those contained in other policies listed above. An example of this would be where student is deemed vulnerable (under the age of 18 or a vulnerable adult) and therefore requires consideration under the Safeguarding Policy. Should such circumstances occur, **RADA** will always prioritise the needs and welfare of the student and navigate policies with care and sensitivity.

Advice and support on this policy is available from Student and Academic Services for students and from Human Resources for staff. If any member of staff or student is in doubt about any aspect of this policy or any action they should be taking, they must seek advice at the earliest opportunity.

For the avoidance of doubt, Appendix 1 summarises this policy in terms of the scenarios that can arise, the challenges they create, the actions to be taken by staff or students and RADA's management action.

## 2 How this policy is shared

The Staff-Student Relationships Policy will be provided:

- On RADA's website so that it is accessible and transparent to the public
- To any individual (staff) who is in a position of trust towards RADA students
- To any individual who is offered a place to study on an undergraduate or postgraduate course (via the Terms and Conditions)
- To all students registered on undergraduate and postgraduate programmes offered by **RADA**
- To all students registering on RADA Short Courses
- To parents, guardians or carers of any student participating in widening participation and outreach activities where the individual is under the age of 18.
- In response to any regulatory body request or other relevant organisations

## 3 Professional relationships

The relationship between a member of staff and a student must remain strictly professional and the ultimate responsibility for this setting lies with the member of staff.

A member of staff is in a position of trust and power over a student by virtue of the professional role that they hold. Implicit in that role is an obligation on the member of staff never to place themselves in a position where the trust-and-confidence relationship is compromised or lost. If the relationship between a student and member of staff is not bound within a professional setting, this is an abuse of power and creates conflicts of interest. This setting may adversely affect the member of staff and the student as well as the ability of RADA to maintain an equitable learning environment for the wider cohort of students. Non-professional relationships also create reputational damage to **RADA**.

A relationship between a member of staff and a student/s cannot be professional where there are compromising factors. These include:

- Sexual or romantic relationships
- Family relationships
- Business or financial relationships
- Grooming, coercion and any form of harassment, abuse or assault as set out in the Respect at **RADA** policy

The relationship between a member of staff and a student/s can also become non-professional where day-to-day boundaries blur through:

- Relationships that include personal or social activities
- Providing personal support or advice beyond the professional relationship

For clarity, the maintenance of professional relationships applies to any member of staff with any student irrespective of the course or level at which a student is studying or engaging with RADA.

#### Requirements of staff

For staff to manage and maintain professional relationships with students, RADA prohibits the following actions:

- Sexual or romantic relationships between a member of staff and a student initiated during the period of admission or study. Any allegation of a sexual relationship with an individual under the age of 18 would also be referred to the Local Authority Designated Officer and/or the Police.
- Grooming or coercing of a student/s by a member of staff
- Sexual harassment, assault or abuse of a student as defined in the Respect at RADA policy
- A member of staff inviting a student/s to their home
- A member of staff accepting an invitation to a student's home
- Physical touching of a student that goes beyond reasonable expectations of a teaching/pedagogical or professional environment, the Intimacy in Performance Protocols (BA Acting) or where there is a legitimate health and safety risk to the individual, to others or to facilities.

One-to-one meetings (including online) with students should only be for pedagogical, pastoral, or professional advice reasons.

RADA will start disciplinary procedures where it receives information about a member of staff engaging in unprofessional relationships with students, including consensual sexual or romantic relationships.<sup>1</sup> Where, following a disciplinary process, a member of staff is found to have engaged in grooming or coercion, sexual harassment, assault or abuse of a student, this will be deemed gross misconduct resulting in dismissal from RADA.

On a day-to-day basis, **RADA** requires the following actions of staff:

- Behaviours and communications with students must remain professional at all times. This includes communications undertaken through technology, social media, and online gaming (see section 6).
- Course-related one-to-one or group meetings between staff and students must take place on RADA premises or equivalent where there is an external placement involved.
- Where there are occasions for staff and students to socialise collectively, for example to celebrate the success of a production, professional behaviours must be maintained.
- Friendly behaviour towards a student should not have grounds for misinterpretation; flirtation towards a student is also non-professional behaviour.
- Staff engagement with students must not constitute or be seen to constitute favouring one student or a sub-group of students within the cohort. This is not only relevant to the course setting, but also in any social or social media settings.
- Students studying on RADA undergraduate or postgraduate courses are directed to the Student Wellbeing Service if they require personal support.

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<sup>1</sup> Where a member of Council (RADAs governing body) engages in prohibited behaviour students are advised to report this to the Chair of Council, who will take action in accordance with the Student Complaints Procedure. Complaints regarding the Chair of Council in relation to this policy may be addressed to the Council Member for Safeguarding.

- Disclosures are made in accordance with the requirements set out in section 5.

RADA will consider disciplinary action against a member of staff where they do not act in accordance with these day-to-day requirements.

This Staff-Student Relationship Policy addresses the power dynamic between staff and students and potential abuses. This power dynamic can exist for some time after a student completes a course and/or graduates with a RADA degree or award. RADA therefore expects all staff (as defined at the start of this policy) to abide by the spirit of this policy and not to abuse any power differential. To help guide staff, example scenarios are provided in Appendix 1 of this Policy.

#### Expectations of students

This Staff-Student Relationship Policy makes clear that it is the responsibility of staff to uphold their position of trust towards students and to maintain professional boundaries. As members of the RADA community and in accordance with the Respect at RADA policy, we ask students to:

- Behave professionally towards member of staff
- Be mindful of the requirements **RADA** has of staff in relation to staff-student relationships as set out above
- Approach the Student Wellbeing Service if you need personal support and are studying on a RADA undergraduate or postgraduate programme
- Adhere to the policy on technology, social media, and online gaming (see section 4)
- Disclose information or concerns where you feel comfortable to do so (see section 5)

The relevant expectations will be explained appropriately to individuals under 18 participating in **RADA's** widening participation and outreach activities and their parents, guardians, or carers.

## **4 Technology, social media, and online gaming**

**RADA's** definition of professional relationships between staff and students includes actions undertaken in part or fully via technology, social media, and online gaming.

#### Requirements of staff

The Staff Policy and Procedures Handbook sets out requirements of staff in the appropriate use of social media. This Staff-Student Relationship Policy contains the following additional requirements of staff in relation to their interactions with students:

- All communications with students must remain professional.
- You should not seek contact with students outside the purpose of your professional work.
- Only RADA domain accounts will be used for any social media interactions with students.
- You should not proactively 'follow' or 'friend' any RADA student from personal social media accounts or use any social media channels to communicate with, or comment to, students.
- RADA domain email and RADA Teams accounts should be used as the primary mechanism to communicate with students via technology. Other online accounts obtained through RADA for the purposes of teaching and course delivery (e.g. Zoom) may also be used as required.
- Text, direct messaging or instant messaging with students through personal accounts (e.g. Facebook messenger or WhatsApp) should not normally be used unless it is an emergency or if **RADA** domains are out of operation.
- Mobile phone communications with students should be limited to emergency situations. Different arrangements may apply if the course is being delivered on location or on placement, but professional communication behaviours must still apply.
- A student must not be approached on any web-based technologies, including dating apps
- Staff should be vigilant in maintaining their online privacy and professional standing

- Staff and students should not knowingly engage together in online gaming or interact in online virtual environments

Failure to act in accordance with these requirements may lead to disciplinary action under RADA's Staff Disciplinary Procedure.

### Expectations of students

For undergraduate and postgraduate students, the Student Handbook sets out requirements of students in the appropriate use of social media. This Staff-Student Relationship Policy contains the additional following expectations of students:

- All communications with staff must remain professional
- You should not seek contact with staff outside the purpose of your course
- Technological communications should be limited to RADA domains (e.g. email, Teams)
- Text or instant messaging with staff should not normally be used
- Mobile phone communications with staff should be limited to emergency situations
- Where you choose to follow staff on social media, any interaction must remain professional
- Staff must not be approached on any web-based technologies including dating apps
- Students should be vigilant in maintaining their online privacy
- Staff and students should not knowingly engage together in online gaming or interact in online virtual environments

Failure to act in accordance with these expectations may result in action being taken under RADA's Student Non-academic Misconduct Procedure.

Similar information will be shared with students studying on Short Courses. The relevant expectations will be explained appropriately to individuals under 18 participating in RADA's widening participation and outreach activities and their parents, guardians or carers.

## 5 Disclosures

To maintain professional boundaries in other circumstances, it is necessary for disclosures to be made so that mitigations can be taken by RADA to support both the member of staff, the student/s and the interests of the wider student community and the Academy.

### Requirements of staff

Disclosures should be reported to the line-manager who will involve the respective Director and Head of HR in agreeing next steps. Where the case relates to the line-manager, the respective Director or the Head of HR, the next layer of management will address the situation. Where it involves the Principal, the Chair of Council or their nominee will be involved.

Staff must disclose the following circumstances in relation to all categories of students stated at the start of this policy:

- a. Family relationship: where an applicant or student has a family connection.
- b. A previous or longstanding sexual/romantic relationship: with an applicant or student, where the relationship existed before an application to study at RADA was made or where such a relationship initiated before the publication of this policy.
- c. Where a member of staff is concerned that a close relationship or attraction with a student has the potential to develop beyond a professional boundary.
- d. Where a student has or may have developed an infatuation with a member of staff.
- e. Harassment from a student. This must be managed through the processes set out in the Respect at RADA policy.
- f. Business relationships: between a member of staff and a student should be avoided where it could compromise or be seen to compromise either party. The member of staff should disclose any proposed arrangement with the respective Director to discuss the potential

implications before approaching a student. Business relationships in existence prior to a student's registration with RADA should be disclosed at the point of application or as soon as the member of staff becomes aware of the individual's applicant or student status.

- g. Where another member of staff observes that the relationship between a student and a member of staff has the potential to progress, or is progressing, beyond non-professional boundaries, they should firstly raise this with the member of staff concerned. Where the concerns remain, they must report these to the respective Director or Head of HR.

For points a. and b. disclosures should be made at the earliest opportunity, as soon as the member of staff becomes aware that the individual has become an applicant or student of RADA. Such circumstances will be managed on a case-by-case basis, however measures will normally be taken to prevent the staff member from teaching or assessing the student concerned. The member of staff must also declare a conflict of interest at any formal committee or similar setting at which the student or their course is discussed. In situations that involve decision-making about the student (such as the Assessment Board, Admissions process etc), the member of staff will absent themselves and will be represented by an alternative relevant member of staff.

#### What RADA asks of students

There is no requirement for students to disclose a personal relationship with a **RADA**, family or business staff and there will be no sanctions imposed on a student who does not make a disclosure. We do, however, advise undergraduate, postgraduate, and short course students to let us know if a personal, family or business relationship exists with a member of staff. This can be done at the point of accepting an offer (for undergraduate and postgraduate students) if the relationship exists before the student comes to **RADA**, or at any stage during a programme of study, by contacting the Registrar/Secretary.

If a student considers that they are receiving attention from a member of staff that is beyond professional boundaries, they are advised to report this at the earliest opportunity to a responsible member of staff in accordance with RADA's Student Complaints Policy. The [Report a Concern](#) process is also available, however, this process does have limitations in terms of action that **RADA** can take if a concern is reported anonymously. The Safeguarding Policy will apply to individuals engaging in RADA's widening participation and outreach activities and parents, guardians or carers will be informed of this policy.

If an undergraduate, postgraduate, or short course student observes that the relationship between another student and a member of staff has the potential, or is progressing, beyond non-professional boundaries, they can obtain advice from a member of staff in Student and Academic Services. Students can alternatively use the Report a Concern process available on the **RADA** website.

Former students are also encouraged to disclose any concerns that they may have about relationships with members of **RADA** staff, either through the Report a Concern process, or by contacting the Registrar.

## **6 Vexatious or malicious complaints**

**RADA** will take disciplinary action against a member of staff or a student where it is proven after investigation that they have purposely submitted a vexatious or malicious complaint regarding matters contained in this policy. A complaint that is vexatious or malicious is made to purposely harm one or more other individuals. This is different from a student or a member of staff having a possible or evidenced concern about the actions of another student or member of staff. If a student or member of staff is worried about the implications of raising a concern, they can speak in confidence to a member of staff in Student and Academic Services or HR or use the Report a Concern process.

Version date: 19 April 2022

## Appendix 1: Scenarios and Related Action

	<b>Scenario</b>	<b>Power relationship</b>	<b>Conflict of interest</b>	<b>Impact on RADA reputation</b>	<b>Staff action</b>	<b>Student action</b>	<b>RADA Response<sup>2</sup></b>
	<b>Before a student is at RADA</b>						
	Applicant and member of staff have previously had an intimate relationship before the student started studying at RADA	Potentially	Yes	Potentially	Required to disclose	Advised to disclose at point of accepting an offer	Disclosure recorded. Actions will be taken by on a case-by-case basis to manage the circumstances.
	Applicant and member of staff have a previous or longstanding business relationship.	Potentially	Yes	Potentially	Required to disclose	Advised to disclose at point of accepting an offer	Disclosure recorded. Actions will be taken by on a case-by-case basis to manage the circumstances.
	Applicant and member of staff have a family relationship.	Yes	Yes	Potentially	Required to disclose	Advised to disclose at point of accepting an offer	Disclosure recorded. Actions will be taken by on a case-by-case basis to manage the circumstances.
	Applicant and member of staff have a longstanding intimate relationship.	Yes	Yes	Potentially	Required to disclose	Advised to disclose at point of accepting an offer	Disclosure recorded. Actions will be taken by on a case-by-case basis to manage the circumstances.

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<sup>2</sup> Allegations of any sexual-related activity between a member of staff and an individual under the age of 18 or a vulnerable adult as set out in the RADA Safeguarding Policy will also be referred to the Local Authority Designated Officer and/or the Police.

	<b>Scenario</b>	<b>Power relationship</b>	<b>Conflict of interest</b>	<b>Impact on RADA reputation</b>	<b>Staff action</b>	<b>Student action</b>	<b>RADA Response<sup>2</sup></b>
	<b>While a student is at RADA</b>						
	Student and member of staff enter into a consensual intimate relationship while the student is studying at RADA (including online)	Yes	Yes	Yes	Prohibited	Advised not to	Staff disciplinary procedure
	Staff member grooms or coerces a student	Yes	Yes	Yes	Prohibited	Student Complaints Procedure - student may choose to report to the police	Staff disciplinary procedure (gross misconduct)
	Sexual harassment, assault or abuse of a student as defined in the Respect at RADA policy	Yes	Yes	Yes	Prohibited	Student Complaints Procedure - student may choose to report to the police	Staff disciplinary procedure (gross misconduct)
	1-1 meetings personal or social meetings (including online) with a student that are not related to the course	Yes	Yes	Yes	Prohibited	Advised not to attend	Staff disciplinary procedure
	Member of staff invites student to their home	Yes	Yes	Yes	Prohibited	Advised to decline	Staff disciplinary procedure
	Member of staff accepts invitation to a student's home	Yes	Yes	Yes	Prohibited	Advised not to invite	Staff disciplinary procedure

	<b>Scenario</b>	<b>Power relationship</b>	<b>Conflict of interest</b>	<b>Impact on RADA reputation</b>	<b>Staff action</b>	<b>Student action</b>	<b>RADA Response<sup>2</sup></b>
	Physical touching of a student beyond the reasons set out in the Staff-Student Relationship Policy.	Yes	Yes	Yes	Prohibited	Advised to report to a member of staff under Student Complaints Procedure or Report a Concern	Staff disciplinary procedure
	Staff non-compliance with the Staff-Student Relationships Policy, including in relation to communications and behaviours (including online) and non-disclosures.	Yes	Yes	Yes	Prohibited	Advised to report to a member of staff under Student Complaints Procedure or Report a Concern	Staff disciplinary procedure
	Student is concerned that they are receiving attention from a member of staff beyond professional boundaries	Yes	Yes	Yes	Prohibited	Advised to report to a member of staff under Student Complaints Procedure or Report a Concern	Staff disciplinary procedure
	Member of staff makes malicious or vexatious report about another member of staff and student	Yes	Yes	Yes	Prohibited	Advised to report to a member of staff under	Staff disciplinary procedure

	<b>Scenario</b>	<b>Power relationship</b>	<b>Conflict of interest</b>	<b>Impact on RADA reputation</b>	<b>Staff action</b>	<b>Student action</b>	<b>RADA Response<sup>2</sup></b>
						Student Complaints Procedure or Report a Concern	
	Student sexually harasses, assaults or abuses a member of staff as defined in the Respect at RADA policy	No	Yes	Yes	Report to senior member of staff. Victim may choose to report to the police	Prohibited	Respect at RADA Policy applies. Student disciplinary procedure.
	Student makes malicious or vexatious report about another member of staff and student	No	No	Yes	Report to senior member of staff.	Prohibited	Student disciplinary procedure
	Member of staff discloses concern that a non-professional relationship with a student has potential to develop	Yes	Yes	Potentially	Required to disclose	Advised not to enter into relationship	Disclosure recorded. Actions will be taken by on a case-by-case basis to manage the circumstances.
	Member of staff is concerned about flirtatious or over-familiar behaviour by a student	Yes	Yes	Potentially	Required to disclose	Advised to maintain professional behaviours	Disclosure recorded. Carefully managed conversation with the student by neutral member of staff about professional behaviours as set out in the Respect at RADA policy. Circumstances monitored to ensure wellbeing of both the

	<b>Scenario</b>	<b>Power relationship</b>	<b>Conflict of interest</b>	<b>Impact on RADA reputation</b>	<b>Staff action</b>	<b>Student action</b>	<b>RADA Response<sup>2</sup></b>
							student and the member of staff.
	Member of staff is concerned about a student developing or having an infatuation.	Yes	Yes	Potentially	Required to disclose	Advised to maintain professional behaviours	Disclosure recorded. Carefully managed conversation with the student by neutral member of staff. Circumstances monitored to ensure wellbeing of both the student and the member of staff.
	A member of staff has concerns about the nature of the relationship between another member of staff and student.	Yes	Yes	Potentially	Encouraged to disclose	Advised to maintain professional behaviours	Member of staff discusses with member of staff. Can escalate to Director or Head of <b>HR</b> .
	A student has concerns about the nature of the relationship between another and student and member of staff	Yes	Yes	Potentially	Prohibited	Encouraged to disclose	Student discusses with student. Can escalate to Student & Academic Services.
	Student and member of staff have a family relationship.	Yes	Yes	Potentially	Required to disclose	Advised to disclose	Disclosure recorded. Actions will be taken by on a case-by-case basis to manage the circumstances.
	Student and member of staff have a business relationship (including where a member of staff offers a paid professional placement to a student)	Yes	Yes	Potentially	Required to disclose	Advised to disclose	Disclosure recorded. Actions will be taken by on a case-by-case basis to manage the circumstances.

	<b>Scenario</b>	<b>Power relationship</b>	<b>Conflict of interest</b>	<b>Impact on RADA reputation</b>	<b>Staff action</b>	<b>Student action</b>	<b>RADA Response<sup>2</sup></b>
	<b>After a student has left RADA</b>						
	Ex-student and member of staff enter into a consensual intimate relationship	Potentially	No	Potentially	Advised to maintain awareness of power dynamics	<b>N/A</b>	RADA provides guidance about power dynamics as stated in this policy. No other action against a member of staff would be taken should a relationship be established.
	Ex-student and member of staff enter into a social or personal relationship (including online)	Potentially	No	Potentially	Advised to maintain awareness of power dynamics	<b>N/A</b>	RADA provides guidance about power dynamics as stated in this policy. No other action against a member of staff would be taken should a relationship be established.
	Member of staff sexually harasses, assaults or abuses an ex-student	Potentially	No	Potentially	Criminal and/or disciplinary matter	Encouraged to report to RADA through Report and Concern or Registrar. May choose to report to the police.	Where an ex-student makes a complaint to RADA, RADA will provide the ex-student with guidance as to their options, including reporting to the police.  Staff disciplinary action may be taken in accordance with RADA policy.
	Ex-student sexually harasses, assaults or abuses a member of staff	Potentially	No	Potentially	Encouraged to report to RADA which	Criminal matter	Where a member of staff reports this to RADA, RADA will provide the member of staff with

	Scenario	Power relationship	Conflict of interest	Impact on RADA reputation	Staff action	Student action	RADA Response <sup>2</sup>
					<p>can provide support.</p> <p>May choose to report to the police.</p>		<p>guidance as to their options, including reporting to the police.</p> <p>RADA/KCL may choose to revoke the degree of a student who a court finds guilty of a serious crime.</p>

Action Plan for Implementation of the Staff-Student Relationship Policy

<b>Policy Section</b>	<b>Action required</b>	<b>Responsibility</b>	<b>Implementation Date</b>
<b>Consultation</b>			
In-principle approval	Council to approve in principle the draft policy and action plan for consultation with staff and students	Council	Completed - January 2022
Management of policy consultation and launch	This policy is highly sensitive for many reasons and may result in a range of responses, including acting as a trigger for some individuals. Consideration is therefore required on how to pitch and launch this consultation in a way that is robust and sensitive and has support mechanisms ready if needs be.	SLT and Council	Completed - January/February 2022
Consultation process	Consultation with staff and students	SLT	Completed - February 2022
Policy and action plan approval	Council to approve the policy for publication and the final action plan for implementation.	Council	By end of March 2022
<b>Scope</b>			
Roles and responsibilities for policy management	Policy is reviewed to identify any training needs for staff responsible for managing the overall implementation of this policy or parts of the policy.	SLT	By end of April 2022
Cultural change	Broader cultural change within RADA is required to support effective implementation of this policy	SLT and Council	Ongoing
Other policies and procedures	Review, amend or create related policies and procedures to ensure that they align with the new Staff-Student Relationship Policy. This includes RADA-wide policies, HE-specific policies, short-course specific policies and procedures relating to Widening Participation and Outreach.	Registrar and Secretary (in liaison with Short Courses and WPO)	By end of June 2022

<b>Policy Section</b>	<b>Action required</b>	<b>Responsibility</b>	<b>Implementation Date</b>
<b>How this policy is shared</b>			
Dissemination of policy to staff	Establish a clear and routine process to ensure that each person defined as staff will have access to the Policy.	<b>SLT (HR) with Council</b>	By end of April 2022
Individual staff (as defined in the policy) ownership and support	Determine if a 'sign-off' is needed by each individual on accepting the requirements and implications of the policy (i.e. newly defined requirements on staff and implications for dismissal).	<b>SLT (HR) with Council</b>	By end of April 2022
Dissemination of policy to students	Ensuring there is a pro-active way to ensure that each defined category of student will have routine access to the Policy and that it is clearly brought to their attention.	<b>SLT (Registrar &amp; Secretary in liaison with Short Courses and WPO)</b>	By end of April 2022
Student training and support	An appropriate training scheme and/or induction is established to support the effective implementation of this policy. This is likely to be different for HE students, Short Course Students and young people on WPO/Outreach activities.	<b>SLT (Registrar &amp; Secretary in liaison with Short Courses and WPO)</b>	Summer term 2022
Policy publication	Approved policy is made publicly accessible on RADA website in a location that shows it applies to all 'students' and 'staff' (not just HE-specific).	<b>SLT (Director of Marketing &amp; Communications)</b>	<b>April 2022</b>
<b>Professional Relationships</b>			
Actions covered in other parts of this plan.	<b>N/A</b>		
<b>Requirements of staff</b>			
Practical requirements	Identify any practical changes that staff will need to make to comply with the policy requirements. For example, support on	SLT with staff	Ongoing

<b>Policy Section</b>	<b>Action required</b>	<b>Responsibility</b>	<b>Implementation Date</b>
	communication styles, arrangements for 1-1 meetings, when to refer an HE student to the Student Wellbeing Service.		
Staff Code of Conduct/Disciplinary Procedure	Review existing policy and procedure to ensure that they align with the new Staff-Student Relationship Policy.	SLT (HR) with reporting to Council	By end of April 2022
Governor misconduct	Ensure that there is a documented process for managing cases of Governor misconduct and that it aligns with the Staff-Student Relationship Policy.	Registrar and Secretary with Council	By end of June 2022
<b>Expectations of Students</b>			
Practical expectations	Publication of this policy could result in students coming forward to report existing or historical concerns and RADA needs to be ready to support this possibility.	SLT (Registrar and Secretary and Head of Student Wellbeing)	Ongoing
<b>Technology, social media and on-line gaming</b>			
Practical requirements (staff)	Identify any practical changes that staff will need to make to comply with the policy requirements.	SLT with staff	Ongoing
Expectations of students	Identify any practical changes that students should consider.	SLT	Ongoing
<b>Disclosures</b>			
Disclosure processes	Review practical processes for disclosure so that they are clear and accessible for staff use.	SLT(HR)	By end of April 2022
Report a Concern	Review the Report a Concern process to ensure that it is aligned with the new Staff-Student Relationship Policy.	SLT (Registrar and Secretary)	By end of April 2022

Original Policy created	July 2016
Policy Updated	Spring 2022
Document Approved by	RADA Council
Date Approved	17 March 2022
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Review Date	2 years March 2024