

Clare-Louise

Acting and Theatre Tutor

*Specialising in **Shakespeare** Workshop Facilitation and Monologue Coaching*

I value a tutor-student relationship based on mutual respect; I would like all students to bring the same level of energy and commitment to the work that I will always bring. The following code of conduct will enable a safe and positive working space.

Tutor Code of Conduct

I will never do anything for a student that they can do for themselves.

I will strive to develop mutual courtesy and treat each student with respect and consideration.

I will listen to concerns in relation to the work, support, and guide accordingly.

I will thoroughly plan and prepare sessions appropriate to the student's level and objectives.

I will always be punctual and present myself professionally.

All conversations beyond the allotted time must be conducted with a parent/guardian present if students are under 18.

I will not encourage undue familiarity with students.

I will stimulate the spirit of enquiry and the acquisition of knowledge to enable confident choice making.

I will respect the confidentiality of information about a student or their home and withhold it unless its release is required by law.

I will make responsible efforts to protect students from conditions harmful to health and safety.

I will never discriminate on ANY grounds.

Student Code of Conduct

Please follow warm-up procedures and techniques to the best of your ability.

Please be respectful.

Please ask questions when necessary.

Please arrive at any session on time, prepared, and appropriately dressed.

Please understand that conversations beyond the allotted time must be in the presence of a parent/guardian if you are under 18.

Please understand that any concerning behaviour will be discussed with a parent immediately if you are under 18.

This policy is reviewed yearly.

Clare-Louise



18th January 2023

Clare-Louise Rhys-Jones

Telephone: 07779 654714

Email: admin@clare-louise.co.uk