



## STUDENT LEARNING CHARTER

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NIDA graduates are characterised by their skills, commitment, imagination and openness to their craft. They are industry-ready and highly sought after for placements in the performing arts.

By the time you graduate, you will have been immersed in an enormous range of diverse, eye-opening, uncomfortable, inspiring and life-changing experiences throughout your studies.

As a student at NIDA, it won't always be an easy journey and there will be times when you will be personally and professionally challenged by the demands placed on you, the intensity of the course work, and the broad scope of cultural contexts and performing arts content you will be engaging with.

The work is rigorous and at times the hours are long - mirroring the reality of the performing arts industry, and the expectations and requirements needed to achieve exemplary practice.

Students accepted into NIDA programs are held to high professional standards in preparation for successful careers in the dramatic arts. And while you are here with us at NIDA, everyone will be focused on supporting your development as a person and artist, working to ensure you achieve the best possible outcomes.

Complementing our NIDA Code of Conduct, this Charter helps you to understand your responsibilities in the learning environment at NIDA, to enhance your opportunities for success in your studies, and to feel welcome as an integral member of our NIDA community.

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The NIDA Student Learning Charter is built on our embedded principles of honesty, mutual respect, integrity, shared rights and responsibilities, professionalism and support.

We embrace collaboration, diversity and exploration within our approach to learning:

**Collaboration:** The collaborative ensemble is key in the NIDA learning framework. Collaboration is a powerful vehicle for creativity and requires you as an artist to place value on the individual's responsibility to the group and on the group's responsibility to the individual. The goal is for you to develop your unique artistic self while working with others in the ensemble.

**Diversity:** NIDA is a liberal institute and we work with texts and plays that express the broad diversity of social, cultural and political histories, beliefs, views and values that exist in our societies and communities. This requires you as an artist to be open and willing to engage with issues that may be emotionally confronting, personally or physically challenging to the values, belief systems or sense of identity and self that you may have.

You will be expected to engage with all learning opportunities and texts regardless of content and to work through provocative issues and build strategies to assist you with dealing with any challenges that may arise, in order to strengthen your resilience and ability to develop your career within the broader performing arts industry.

**Exploration:** NIDA fosters an environment in which creativity can thrive and key to this is the ability for you to feel safe to take creative risks, break barriers and explore your practice.

Training in all disciplines will demand of you to fully engage - emotionally, intellectually and physically - with the world around you and with all the learning experiences available to you during your time at NIDA.

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You will find below a range of expectations that you will need to meet as part of your studies at NIDA. We will work with you to achieve these expectations, including through the support services available through NIDA to help you to perform your practice at a professional level.

**As a NIDA student, your charter is to:**

### Outlook and commitment

- face the challenges and uncertainties inherent in the artistic process and in the performing arts
- engage with opposing points of view and opinion, and be able to acknowledge, consider and discuss them in a professional and open manner, with sensitivity and cultural awareness
- work with themes that may be personally challenging and/or confronting
- demonstrate respect for and value the diversity of the NIDA and broader artistic community
- value and support the ensemble or creative collective, while pursuing your individual artistic endeavours
- commit to rigorous work and long hours, manage pressure and continue to function in an intense training environment
- develop and evidence effective time and project management skills and the self-discipline necessary to meet rigorous academic and performance schedules, including engagement, punctuality, thorough preparation, application and collaboration
- accept open and honest feedback about your work in terms of encouragement, correction and criticism from staff
- maintain health and wellbeing habits to support a professional standard of performance

### Communications

- develop skills in negotiation and learn to compromise, both key skills in the collaborative environment of the arts
- be open to professional critique about the development of your practice and respond in a professional manner

- learn and use the language of your own discipline to coherently express your practice and ideas, and to communicate professionally with artists in other disciplines with whom you are collaborating

### Imagination and Intellect

- demonstrate curiosity, integrity, empathy and adaptability
- be courageous and push through to your best creative self
- take creative risks and challenge prior opinion/beliefs
- learn and create work within the timeframes established by the curriculum

### Self -Awareness

- reflect on your technique, skills and knowledge and be open to innovative approaches to training and to letting go of previous practices that interfere with progress
- seek to understand your unique artistic abilities and develop skills to integrate and collaborate with an ensemble
- observe, reflect and learn from teachers and fellow students, and develop and embody the emotional, intellectual, physical, artistic and technical skills required in your practice

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NIDA is committed to providing an environment that prepares talented artists for careers in their respective professions by providing high quality learning and teaching, support and services.

### Students can expect that NIDA will provide:

- Instruction and guidance from motivated staff who are fair in dealing with academic matters
- Guidance and support from well informed staff who are fair in dealing with personal and administrative matters
- A safe and secure environment that is free from discrimination, bullying or harassment
- Appropriate access to facilities, resources and materials that will support student engagement and learning and that meet work health and safety requirements;
- A program of study that is relevant, student centred, fulfils specified aims, is fairly and consistently assessed
- Timely, transparent and fair responses to concerns and complaints
- Timely access to accurate information about programs of study, support services and student opportunities
- Respect for the legal rights of students including privacy and confidentiality
- A dynamic and supportive teaching, learning and research environment that respects and responds to their needs

- Access to information that outlines the individual’s rights and responsibilities as a student including NIDA codes, policies, rules and procedures.
- Opportunities at various levels for student participation in the NIDA’s decision-making processes.
- An environment that embraces opportunities leading to effective, life-long learning.
- Access to performance/practice opportunities within NIDA that will enhance personal development
- Approachable access to counselling and advice on: health and welfare, accommodation, finance etc.
- Sustained contact with industry as a fundamental feature of all its programmes of study, supported by embedded, proactive and discipline-specific careers guidance;
- An annual student handbook that provides signposts to the academic guidance and learning support services available in the School, appeals and complaints procedures, and NIDA policy and procedures;
- Accurate information regarding tuition fees, payment options and deadlines, and an estimate of necessary additional costs;
- Student representation at boards and meetings, and other channels.

### **NIDA Codes of Conduct**

These codes of conduct are designed to support your learning experience by creating a safe, inclusive and supportive learning environment.

As NIDA students you undertake to follow the NIDA Code of Conduct, which applies to all the members of the NIDA community and the NIDA Training Codes of Conducts.

Students who are, or are alleged to be, impaired or intoxicated or engage in unlawful behaviour with regards to drugs and alcohol or breach of these codes on NIDA property are subject to the processes outlined in NIDA’s Misconduct Policy and Procedure.

### **THE NIDA CODE of CONDUCT**

You are required to:

1. treat everyone with respect and courtesy and without bullying and/or harassment and/or discrimination .
2. respect, support and engage with the collaborative nature of the practice based ensemble learning environment.

3. respect, support and engage with your own practice, be it professional and/or creative, as well as the practice of others, including preparatory work for collaborative or production activities.
4. maintain professional standards of communication and behaviour and be familiar and comply with all relevant NIDA policies.
5. at all times when engaged in NIDA related activity, both onsite and offsite, behave in a way that upholds NIDA Values and the integrity and the good reputation of NIDA.
6. disclose and take reasonable steps to avoid any conflict of interest (real or apparent) in connection with your employment/enrolment.
7. respect the privacy of others in the NIDA community and maintain an appropriate level of confidentiality when dealing with any sensitive information.
8. take reasonable care for the health and safety of yourself and others during NIDA activities and cooperate with NIDA so far as reasonably practicable, to enable compliance with WHS legislation.
9. be mindful of NIDA's resources and use them responsibly, ethically and sustainably; respecting the rights of other to share space and have equal and fair access to resources and facilities .
10. not knowingly provide false or misleading information in response to a request for information.
11. not make improper use of inside information, status, power or authority in order to gain or seek to gain a benefit or advantage for yourself or another person.
12. comply with the security and access requirements at NIDA
13. not use the NIDA name, logo or resources for private gain or the gain of a third party, for private business or commercial purposes, without prior permission.
14. not participate in any NIDA activity under the influence of alcohol or a prohibited substance.
15. respect the academic/professional community and industry that you have drawn on, borrowed from or used/developed in your work by appropriately acknowledging the work, ideas and practice of others and not engaging in plagiarism, academic misconduct or breach of copyright.
16. comply with any lawful and reasonable direction given by someone in NIDA.
17. comply with all applicable laws and any instrument made under such laws.

## NIDA Training Codes of Conduct

### As NIDA students you undertake to:

- Follow the NIDA Code of Conduct with respect to your behaviour and your behaviours towards others
- Follow and engage fully with the provided programme of study as specified for the year.
- Attend and be punctual for every timetabled session or obtain agreement from Head of Course, in advance, for any essential absences or notify illness as outlined in the Attendance Policy
- Keep informed by a) regularly checking your NIDA e-mail account, b) reading the student handbooks, and c) consulting School notice boards and MyNIDA
- Take responsibility for managing your own learning: actively engaging in the programme, spending sufficient, regular time in private study and practice, informing the relevant staff of timetable clashes, illness, changes to address or other changes of circumstance
- Attend all scheduled assessment events and submit course work by the stated deadlines, and actively and professionally engage with the resulting feedback in accordance with the Assessment Policy
- Be appropriately attired for the timetabled session at the beginning of that session
- Be respectful to all involved parties including, facilitators, other students or guest lecturers and tutors
- Assist in improving the quality of programmes, facilities and services by giving full and constructive feedback on your experience via the Learner Engagement Questionnaire or other surveys run by Learning and Teaching, or through student advocacy on Academic Board forums
- Talk to a member of staff if you are experiencing problems, or lodge a complaint using the online complaint form
- Be respectful of the learning space, facilities and equipment at all times - vandalism, graffiti and theft are grounds for immediate cancellation of enrolment
- Take responsibility for the prompt and timely payment of tuition fees
- Take responsibility for being proactive in attending support sessions with study skills tutors, mentors and other support staff

- Not smoke anywhere on campus other than in the designated smoking area/s see Alcohol, Drugs and Smoking Policy. You may not smoke in costume in any area of NIDA.
- Observe the zero tolerance rules on being under the influence of recreational drugs and / or alcohol. Any student whose appearance or behaviour suggests that you may be under substance abuse will be immediately be referred to senior management for investigation and follow up action. See Alcohol, Drugs and Smoking Policy
- Not bring food or drink, other than water, into learning spaces unless cleared with the individual tutor. If food or drink are allowed, you are responsible for cleaning up after yourselves
- Ensure the room space is restored to the state it should be in for the usual running of the space (see wall maps in each rehearsal room). This includes reporting broken or faulty equipment via iHELP, returning furniture, door frames, props and other objects to the original locations and the removal of all personal items and trash from the rehearsal room
- Be responsible for restoring tutorial rooms, rehearsal rooms and studios to the NIDA specified set-up (as indicated on the wall) at the end of each session
- Return props and costumes to you assigned storage locations at the end of a rehearsal
- Refrain from disruptive use of any electronic devices
- Refrain from photography, recording or broadcasting of any kind without permission of the facilitator
- Not post or distribute beyond the company without the express permission of NIDA (see Intellectual property and Copyright Policy )
- Accept that class and production work at NIDA often requires physical interaction and touching. This may include but is not limited to:
  - Partner dancing
  - Combat exercises
  - Voice and Body partner work
  - Rehearsal and improvisation
  - Costume measurement and fitting
  - Dressing and costume changes in performance
  - Hair cutting, styling and makeup application
  - Microphone and body microphone fitting and adjustment
  - Harness fitting and adjustment

- Props and effects fitting and adjustment
  - Body cleaning in performance and rehearsals settings
- Accept that your acceptance of this Code of Conduct signifies affirmative consent to appropriate physical contact in the context of the training however you and other students have the right to speak out if you feel that the contact has been inappropriate or has put you at risk- Speak to you Head of Course immediately or see the Sexual Misconduct Policy and Sexual Misconduct Reporting Form
  - You have the right to request an adjustment in behaviour from a work or student colleague in the case of any discomfort or distress arising from physical contact
  - Accept and respect that consent to appropriate physical interaction and touching as part of the training in a class or rehearsal does **not** give consent or carry over outside the class

**In Addition:**

**Rehearsal Conduct**

**If you are involved in a NIDA production you undertake to:**

- Read Daily Schedules / Callsheets
- Be on time to every rehearsal
- Actors are to be in appropriate rehearsal clothing at the start of each rehearsal
- Be prepared and ready to work. Students will have appropriate equipment and documents suited to you role within the production such as scripts, pencils, notes
- Be engaged in the rehearsal process and give your full attention to the task at hand following directions from the Director and Stage Manager
- Be quiet during rehearsal and use the opportunity to listen to feedback and directions of others in order to learn
- Stand by for cues and entrances at all times
- Be on time and courteous at any costume fitting or props and sets consultations
- Refrain from bringing food or drink into a rehearsal in a theatre, backstage or eating while in costume. Food and drink in rehearsal rooms is at the discretion of the director. If eating and drinking is allowed students are responsible for cleaning up and removing all rubbish

- Recognise and respect that rehearsals are workshop extension of the curricula classroom work. Missing class because of rehearsal or performance related activities is unacceptable
- Students who miss classes on the morning of a rehearsal will not be allowed to attend the afternoons/evenings rehearsal
- Refrain from leaving rehearsals for any reasons without the permission of the director and / or stage manager
- Not take photographs, recordings or broadcasts of any kind without the permission of the Director and the NIDA Producer.

### **Performance Conduct**

**Performances form part of the learning and assessment for students and NIDA expects that you undertake to:**

- Recognise that rehearsals and performances contribute to your learning and assessment, and respect the process and rights of other students to a quality learning and assessment process
- Be present and signed in for all half hour calls
- Advise the Stage Manager as soon as possible and before the half hour call, if you are running late for any reason
- Be warmed-up, dressed and ready for cues and entrances at the beginning of each performance
- If performing in a play provide at you own expense all make-up required to conceal any and all visible tattoos, and other basic makeup requirements.
- Costumes are not to be worn in public spaces outside the venue.
- Treat costumes, props and make-up with care> Hang and return costumes and props in the way you have been instructed in a consistent and respectful way. Do not make any unauthorised changes to them or any other production equipment.
- Maintain the performance as directed
- Remain quiet in all backstage areas
- Cooperate with the Stage Manager and Assistant Stage Manager and all specialists assigned to a production; refer all issues of concern with the Stage Manager

- Understand and respect that the Stage Manager is obligated to report any misconduct. All students should report any serious mistake or breach of professional conduct to the Stage Manager
- In line with NIDA policy, not smoke in dressing rooms, rehearsal spaces, backstage areas or in theatres
- Not eat or drink in theatres or backstage (water being the exception)
- Not leave a performance for any reason without the permission of the Director and/ or Stage Manager
- Ensure dressing rooms are left neat and tidy at the end of each day – all rubbish removed and facilities left in an orderly manner.

In addition to the Codes of Conduct NIDA has a framework of policies and procedures that support the student experience.