

Procedure for Students to Request Reassignment from Productions due to Distressing Material

Parent Policy	Assessment Policy
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Contact officer	Senior Counsellor

1. Purpose

This procedure specifies the process for students requesting to be reassigned to a different show due to challenging or distressing content.

2. Scope

This procedure applies to all students and staff involved with these courses:

Undergraduate Courses (BFAs)	Postgraduate Courses (MFAs)	Vocational Diplomas
		

3. Procedure statements

- 3.1. Where a student wants to be reassigned to a different show due to challenging or distressing content in a specific production, they are to contact the Counselling Service for support and guidance. If a student approaches staff requesting reassignment, staff are to refer the student to the Counselling Service.
- 3.2. The Counselling Service will meet with the student to discuss and assess the student's needs and circumstances. Reassignment to a different show will only occur where continued participation would pose a risk to the student's wellbeing. Decision-making will take into consideration:
 - the nature of the content
 - the individual student's experience and past traumas
 - any serious mental health considerations
 - complex Post-Traumatic Stress Disorder (PTSD)
- 3.3. Decision-making will also take into consideration the [Student Charter](#) which states that students are expected to:

- work with themes that are personally challenging and / or confronting.
 - face the challenges and uncertainties inherent in the artistic process and in the performing arts and entertainment sectors.
 - 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.
- 3.4. After meeting with the student, the Counsellor will advise the relevant Course Leader on best practice for moving forward. The Counsellor will work with the student and Course Leader to implement a plan.

4. Recordkeeping and Reporting

- 4.1. Discussions between a student and Counsellor will be kept confidential in accordance with the NIDA Counselling Policy.
- 4.2. A record of the decision on alternative arrangements for a student's participation in a production will be stored in the student's record on Content Manager. This will not include the rationale for the alternative arrangements.

5. Change History

Date	Change description	Reason for change	Author	Version
10/09/2025	New procedure	Identified need for clear process	Kareena Hodgson & Trichelle Massy-Greene	1.0