

<Slough Borough Council>

<Creative Academy>

<Student Representatives Policy>

Provider's name: Slough Borough Council (Creative Academy)

Provider's UKPRN: 10005916

Legal address: Slough Borough Council, Observatory House, 25 Windsor Road, Slough, Berkshire SL1 2EL

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Introduction

Creative Academy's Student Representation Policy is a partnership between the Slough Borough Council (Creative Academy), its student's body. The aim of the policy is to ensure that every Creative Academy student is represented in all Creative Academy decision making processes. The policy also ensures that every student can contribute to the enrichment and enhancement of their learning experience and the programme.

Purpose

The Creative Academy aim is to ensure that the student voice is at the centre of their learning experience and contributes to enrichment and enhancement of the programme.

This policy sets out the commitment of the Creative Academy and the Student representatives. Student representation is required to ensure enhancement and good practice to all programmes.

This policy will be used by the Creative Academy to guide the operation of student representation mechanisms. The policy, and associated documents addressing the operational aspects of the programme, will be made available to all student representatives.

Key Principles

- The Creative Academy aims to create confident, knowledgeable, technically proficient, versatile, strong, independent, passionate and talented performers/teachers ready for the diverse dance industry. Students are at the heart of this and the Creative Academy provides creating an inspirational and inclusive learning environment. Student representation builds on this through providing all students with opportunities to contribute to, and enhance, their programmes and their own learning experiences.
- The Creative Academy is committed to responding to student feedback, at all levels, in order to monitor and enhance the quality of the student learning experience and deliver enhancement. However, student representation is defined, for the purposes of this policy, as those formal processes and structures which allow the student voice to be effectively represented at all levels of the academy for the purposes of enhancing programmes and improving the student learning experience. The Creative Academy also provides a mechanism for feeding back the outcomes of this representation.
- Student representation requires an inclusive culture in which the Creative Academy and its students have a shared responsibility for promoting an environment which empowers the student voice and ensuring students are treated as individuals supporting students to reach their full potential

- In meeting this responsibility, the Creative Academy and the Student representatives recognise that the role is a responsible and purposeful one, and that it provides representatives with opportunities for personal development and the acquisition of valuable graduate skills creating employment and performance opportunities

- In meeting this responsibility, the Creative Academy and the Student representatives recognise that a successful Student Representation Programme will be student-led. Student representatives will be expected to take responsibility for ensuring that issues and concerns of the students that they represent are addressed appropriately, and that actions and subsequent outcomes are communicated to the wider student body.

- In meeting this responsibility, the Creative Academy manager will provide the student representatives with support and advice, particularly on matters relating to policies and procedures. The Creative Academy is wholly committed to developing and maintaining the highest quality standards using student representative feedback.

- The Creative Academy endeavours to keep offering industry relevant, affordable and innovative vocational dance training and engaging high profile industry partners using student and industry engagement.

Student Representation

- There will be student representatives from level 6 that represent the whole school following feedback from previous years when there was representation from every level 4,5,6. The Creative Academy are open to student feedback should they feel more representation is beneficial or required.
- Student representation will be elected by the student community that they represent.
- All student representatives will ensure that actions taken and their outcomes are reported back to the students that they represent.
- Provide an opportunity for Creative Academy students to provide feedback and recommendations in regards to the student experience & module evaluation. (attached)

Referral of Matters

The Student representatives may refer any item to the Creative Academy management for discussion, consideration and/or action.

Member as Student Representative and terms

The membership shall comprise of:
2 Student representatives
One academic year at a time

Conflict of Interest

Student Representatives are required to bring to the attention of the Creative Academy management any conflict of interest or potential conflict they may have on commencement of the role, or during term.

Meetings & access to resources

It is recommended meetings are held face-to face and once a semester. Student representatives can call a meeting at any time for ad-hoc issues or updates, however as much notice that is reasonably possible must be given.

Observers and visitors

Observers and visitors must have received the prior permission of the student representatives to attend meetings. Observers and visitors must leave the meeting if any matters are to be considered in camera.

Agenda and minutes

It is the responsibility of the student representatives for set the agenda and take minutes. Any minutes submitted to management are the responsibility of the representatives to supply.

Reporting

The Student representatives advise the Creative Academy management on specific matters.

Feedback

University staff and students may provide feedback about this document by emailing info@creativeacademy.org

Evaluation of the module

End of Semester evaluation

Name of Module: _____

Please tick the appropriate response ✓

Content:

Appropriate inappropriate

Too little about right too much

Theory/Practical balance:

Too much theory about right too much practical

Pace:

Too slow about right too fast

Lectures (tutor-led sessions)

Poor average good

Workshop / Tutor support

Poor average good

Three things students like about the module

1.

2.

3.

Three things students dislike about the module

1.

2.

3.

Other comments:

Students will elect a student representative who will be given the opportunity to anonymously feedback individual issues with programme/module specification/tutoring. The Creative Academy will ensure that students feedback, where appropriate, fed into individual lecture/workshop development, session planning and brought up and discussed at team meetings. Annually students written and verbal feedback will be fed into development of all modules to ensure they stay focused of 'client' groups needs, although this will be assessed against industry need and academic rigor.