

BRITISH ACCREDITATION COUNCIL INSPECTION REPORT

INTERIM INSPECTION (Short Course Provider)

PROVIDER: Danceworks

ADDRESS: 16 Balderton Street
Mayfair
London
W1K 6TN

HEAD OF PROVIDER: Mr Sven Cassian Gray

ACCREDITATION STATUS: Accredited

DATE OF INSPECTION: 4 March 2020

ACCREDITATION COMMITTEE DECISION AND DATE: Continued accreditation, 21 May 2020

PART A – INTRODUCTION

1. Background to the provider

Danceworks (the Provider) is a privately-owned centre for dance and movement, which has been in operation since 1982. Danceworks is the trading name of a private limited company called Mont Meru Limited.

The Provider is located in Mayfair in Central London. The premises include seven dance studios, changing rooms, a members' lounge and eight treatment rooms. In addition to providing studios for dance classes, the studios are also used as rehearsal and audition space for West End shows, as well as providing facilities for the Danceworks Ballet Academy classes and Youth Ballet Company rehearsals.

The philosophy of Danceworks is to offer affordable dance training to people of all ages, ability levels and backgrounds.

The sole proprietor of Danceworks is closely involved with the day-to-day running of the Provider and is supported by the General Manager, Finance Manager and Business Advisor.

Danceworks is a member of the Conseil International de la Danse (CID). This is an international professional organisation for all forms of dance in 170 countries linked to the United Nations Educational, Scientific and Cultural Organization (UNESCO) based in Paris.

2. Brief description of the current provision

Danceworks offers the International Dance Visa Programme (IDVP), formerly known as the International Student Dancers Programme. There is also a course called the Intensive Mentored Dance Programme (IMDP). These two training courses are similar but are individually tailored for individuals or groups of dancers aged 18 and over from around the world. They are delivered for participants with all levels of ability and experience and all teaching is carried out face to face.

The IDVP and IMDP are designed to promote excellence and passion in dance, offering participants the opportunity to work with dance professionals to enhance their dance careers, express themselves and build their confidence and develop their curriculum vitae.

Participants work with their mentors and the IDVP and IMDP Coordinator to select a bespoke schedule of classes from the Danceworks timetable of open classes. These sessions are at different levels and are open to dancers working in the industry. The selection of a minimum of ten appropriate classes a week is determined by the level and ability of the participant. Participants also have an individual weekly session with their mentor. BAC accreditation only covers the provision related to the IDVP and IMDP and does not include the open classes.

The programmes provide participants with a course of study tailored to their abilities, from beginner to professional level. Participants are able to select from open classes in a wide range of dance genres, including Ballet, Street, Commercial Dance and Contemporary/Jazz Dance.

There were two participants enrolled at the time of the inspection. They are both following six-month IDVP courses. Both participants are over the age of 18 and are female. One is from Chile and the other from Hong Kong.

The Provider can cater for up to eight participants at any one time. Participants can enrol on the IDVP and IMDP for between two weeks and six months. At application, participants are required to provide information about their dance level, including, where available, video evidence. Danceworks and its trainers propose a schedule of classes suited to the individuals' abilities.

There are no participants under the age of 18. There are no set start times, and the courses run on a continuous enrolment basis to suit the personalised nature of the programmes.

3. Inspection process

The inspection was carried out over one day by one inspector. Meetings were held with the General Manager, who is also the IDVP/IMDP Coordinator, the Reception Manager and the Artistic Director of Danceworks Ballet Academy. Telephone interviews took place with the Proprietor and one of the mentors. Interviews were held with both participants on the IDVP. Two open classes in which the IDVP participants took part were observed. A range of documentation was also scrutinised in hard copy and online. The management team at Danceworks cooperated fully with the inspection.

4. Inspection history

Inspection type	Date
Stage 2	19 February 2018
Stage 3	24 September 2018

PART B – JUDGEMENTS AND EVIDENCE

The following judgements and comments are based upon evidence seen by the inspector during the inspection and from documentation provided by the institution.

1. Significant changes since the last inspection

Since the last inspection, Danceworks Ballet Academy has successfully partnered with a charitable foundation to assist in fundraising for its scholarship programme for disadvantaged young dancers.

The studios have been refurbished and upgraded, including a new reception area, lounge and shower rooms. Improvements to the studios include new loudspeakers as well as new air conditioning and dehumidifier units.

The number of mentors has increased from one to eight.

2. Response to actions points in last report

11.3 Regular classroom observations must be introduced for the staff training participants on the IDVP to ensure teaching meets the requirements of the programme.

The IDVP/IMDP Coordinator and the Artistic Director of the Ballet Academy observe the staff who are training participants on a weekly basis and ensure that the training meets the requirements of the programme. Mentors often participate in the classes being taken by participants. However, there is a lack of written records of classroom observations.

11.5 Lesson plans must be produced for the classes the participants on the IDVP attend to ensure that their learning needs and styles are taken into account when lessons are planned.

Mentors plan the programme with the participants to ensure that their learning needs and styles are taken into account. This is recorded in the diary spreadsheet. Both staff and participants contribute to this electronic record, which includes the participants' feedback. Trainers delivering the open classes do not produce lesson plans and further evidence has not been specifically produced for the IDVP to show how the course is planned to meet the needs of the participants.

3. Response to recommended areas for improvement in last report

It is recommended that, as the IDVP grows in size, mentors should be allocated a number of hours to cover the time spent liaising with the participants.

It has been made clear to the mentors that their fee covers the time for individual sessions with participants and all the necessary administration including liaising with the participants.

It is recommended that a greater number of mentors should be used on the IDVP to ensure that the other roles mentors have are not negatively impacted by their commitment to the IDVP.

Since the last inspection, the number of mentors has increased and there is now a pool of eight mentors. This ensures that the other roles mentors have are not negatively impacted by their commitment to the IDVP.

4. Compliance with BAC accreditation requirements

4.1 Management, Staffing and Administration (spot check)

The standards are judged to be:

Met Partially Met Not Met

Comments

There is a clear and effective management structure and the Proprietor is well supported by an experienced management team. There are regular meetings between the Proprietor, General Manager, Finance Manager and Business Advisor. The General Manager assumes responsibility for actioning the agreed decisions. As a result, the communication within the team is very effective.

The administration is effective, with the teams of Duty Managers and Receptionists competently managed to ensure they carry out their responsibilities effectively. Appropriate administrative policies and procedures are effectively disseminated to the staff at induction.

There are regular staff performance reviews so that staff are clear about their key responsibilities.

The electronic publicity material through the website is comprehensive and up to date. The online information is also available in Chinese.

Entry requirements are clear and include applicants providing a full history of their dance experience.

Participant attendance is effectively monitored using an appropriate software programme, and attendance rates are high.

Feedback from participants is regularly collected through the diary spreadsheet for each class and the feedback is discussed at the weekly sessions with the mentors.

Decisions made at management meetings are effectively disseminated via the end-of-day reports. These reports are compiled by the General Manager and record the implementation of management meeting decisions and other matters arising during the working day. As a result, the staff are aware of the Provider's priorities.

4.2 Teaching, Learning and Assessment (spot check)

The standards are judged to be: Met Partially Met Not Met

Comments

Course management is effective and participants agree their goals with their mentors, who regularly monitor their progress. This ensures that the courses meet the participants' goals.

Trainers are experienced dancers who are regularly observed by the General Manager.

The needs of the participants are taken into account by the mentors in planning the programme of classes for the individual participant. Trainers respond to the different learning needs of participants through individual feedback during the classes.

11.5 However, there is no other evidence, such as lesson plans, to ensure that the courses systematically meet the needs of the participants.

Participants receive weekly feedback from their mentors in their individual sessions and progress is tracked on the diary spreadsheet, with participants and mentors adding their comments.

Participants have access to appropriate video resources on the Danceworks website.

4.3 Participant Welfare (spot check)

The standards are judged to be: Met Partially Met Not Met

Comments

The participants interviewed reported that they felt fully supported, with pastoral care provided by their mentor and the IDVP/IMDP Coordinator. The participants were unfamiliar with the United Kingdom before starting the course. They confirmed that they were well informed prior to arrival and were helped to settle in on arrival. They feel safe while on the premises and were able to contact the IDVP/IMDP Coordinator out of hours.

There is a complaints policy in the student handbook. However, it does not make reference to the BAC complaints policy.

The mentors make suggestions to the participants relating to often free or subsidized performances and related dance events that they can attend in London. The participants appreciate these opportunities to take part in these relevant social events.

4.4 Premises and Facilities (spot check)

The standards are judged to be: Met Partially Met Not Met

Comments

Access to the premises is appropriately restricted and the reception desk is fully staffed when the premises are open. Participants attending classes have to sign in and confirm that they feel safe when on the premises.

However, it is possible for IDVP/IMDP participants to bypass the signing-in system if they are not attending a class and visitors in the building are not asked to sign in.

The premises include seven dance studios, changing rooms and a lounge area. The premises are fit for purpose, with well-maintained studios and student facilities and sufficient office space. The required health and safety procedures are carried out regularly and there is appropriate guidance and signage.

4.5 Compliance Declaration

Declaration of compliance has been signed and dated. Yes No

PART C – SUMMARY OF STRENGTHS AND ACTION POINTS

STRENGTHS

The individually designed courses meet the participants’ needs very well.

The mentors effectively support participants and provide good individual advice.

The trainers have extensive professional experience, which contributes well to the high standards of the training.

Pastoral care is excellent, with mentors getting to know the participants very well and providing them with a supportive environment in which to learn.

ACTIONS REQUIRED

11.5 The Provider must produce more evidence to show how the courses are planned to meet the needs of the participants.	<input type="checkbox"/> High	<input checked="" type="checkbox"/> Medium	<input type="checkbox"/> Low
The Provider’s complaints policy must make reference to the BAC complaints policy.	<input type="checkbox"/> High	<input checked="" type="checkbox"/> Medium	<input type="checkbox"/> Low

RECOMMENDED AREAS FOR IMPROVEMENT *(to be reviewed at the next inspection)*

It is recommended that the Provider maintains written evidence of classroom observations.

The Provider is recommended to extend the signing-in process to participants not attending a class and to all visitors.

COMPLIANCE WITH STATUTORY REQUIREMENTS – FURTHER COMMENTS, IF APPLICABLE