



Certificate in Ballet Teaching Studies

Information Booklet

**Validated by the
Royal Academy of Dance**

The Certificate in Ballet Teaching Studies is delivered through part-time study over two years. The programme is divided into five modules, Modules are based on 15 credits or multiples thereof (eg. 15, 30, 45) and students must complete all modules or have Accreditation of Prior (Experiential) Learning (AP(E)L) approved. A module with a credit weighting of 15 will require 150 study hours on average. As you will study part-time, normally you should set aside 20 hours per week for 30 weeks of the year, i.e. 600 hours study time over one year and 1200 study hours over the two years.

In your first year you will be completing three modules and attending a compulsory Intensive Study Period (ISP). In your second year of study, you will be required to complete two modules, a mentored Practical Teaching Placement and a Professional Portfolio. For each module, you will have access to a Faculty of Education appointed module tutor and a Module Study Guide. Tutoring is by e-mail, online forums or telephone.

The programme will be delivered in the first language of your country of residence, subject to there being viable numbers recruited to the programme in that country. Please note that the RAD retains the right to determine the language of delivery in countries where more than one language is spoken.

In the pages that follow, we have listed the programme modules and provided a brief description of the content.

CBTS401	<i>Observation for Teaching</i>	15 Credits
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Delivery: January to March (year 1)

In this module students will be introduced to observation skills and techniques which are essential for any teacher. Students will look at how young children move and relate to their surroundings, to other children and to adults. Observation tasks include watching children at play and in a dance class setting. The module prepares the way for practical teaching in Year 2 and introduces some of the professional, ethical and pedagogical requirements for an RAD Teacher.

CBTS402	<i>Health, Safety and Professional Responsibilities</i>	15 Credits
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Delivery: March to June (year 1)

This module covers knowledge and understanding of the requirements of teachers in terms of health, safety and professional responsibilities. Units of work focus on the impact of national legislation and professional codes of conduct on dance teaching in the private sector. Students research government policies looking at issues such as child protection, equal opportunities and disability pertinent to the country in which they are studying. All students study the requirements of the Code of Conduct and Professional Practice for Teachers Registered with the Royal Academy of Dance.

CBTS403	<i>Ballet and Teaching: Knowledge and Understanding</i>	30 Credits
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Delivery: June to October (year 1)

ISP Delivery: flexible but must take place within the above time period

Knowledge and understanding of the RAD syllabus and examinations framework is essential to the programme and students begin by gaining a broad overview of the entirety of this work, from Pre-Primary to Solo Seal. Students also engage in in-depth study of key features of the syllabi, including distinctions between Graded and Vocational Graded work and the carefully devised progressions or 'building blocks' which provide an essential structure for teaching and learning.

The module includes a single Intensive Study Period (10 days) where students are required to attend practical workshops and discussion groups with RAD Tutors. Priority is given to work from Pre-Primary to Intermediate so that students have sufficient knowledge and skills to begin teaching in Year 2.

CBTS404	Practical Teaching	45 Credits
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Delivery: between January to October (year 2)

The primary aim of the CBTS programme is to equip students to begin teaching and in this module, students will undertake practical teaching supported by an RAD appointed Mentor. The module begins with observation of teaching, working as a teaching assistant and teaching parts of a class until students are sufficiently prepared to teach a whole class. Students are required to undertake a minimum of 45 hours of teaching and are provided with additional tutoring and support from a Practical Teaching Supervisor.

Please note that you will be responsible for setting up a suitable Practical Teaching Placement. For information and assistance you can contact Olivia Lume on +27 (0)11 887 0459 or email olume@rad.org.za

CBTS405	Professional Portfolio	15 Credits
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Delivery: between January to October (year 2)

In this module students demonstrate that they have met all of the criteria for teacher registration with the RAD. The portfolio is an electronic document which contains the evidence that these criteria are met in the form of written tasks, certificates of attendance, Mentor and Practical Teaching Supervisor Reports, and other evidence from modules CBTS401-404. Students receive tutorial support throughout the duration of the module from the Module Tutor.

Q: How do I apply?

A: You will need to complete the Faculty of Education's application form and send it signed and dated to the National Office for your Teaching Centre. You will need to provide a personal statement, signed reference and a copy of your highest ballet qualification (Intermediate or above). The application deadline for applications supported by documentation is 1 August each year.

Q: What do I do if I do not have a formal ballet qualification of an acceptable level?

A: You will need to submit a video to support your application. The application deadline for applications supported by a video is 1 June each year. Guidance on the content and format of the video/dvd can be found on Faculty's website:

<http://www.radeducation.org.uk/appform>

Q: Will I learn the RAD syllabus in depth during the course of the programme?

A: No, students are expected to have a working knowledge of the RAD syllabus prior to their commencing their studies. The CBTS programme focuses on teaching skills and progressions in ballet vocabulary. With a working knowledge of the Graded and Intermediate syllabi you will appreciate more easily the progression of vocabulary that is the main focus of CBTS403: Ballet and Teaching: Knowledge and Understanding.

Q: Are the RAD syllabus books provided?

A: No, as the majority of students enrolling on the course will already have their own syllabus books and probably have notes in them, CBTS programme material does not include syllabus books. However, the publication Foundations of Classical Ballet is included in the language of delivery. It is available to download from the CBTS student pages on the Faculty of Education website.

Q: Do I need to have an English Language qualification if English is not my first language?

A: The programme will be delivered and assessed in the first language of your Teaching Centre, subject to there being viable numbers recruited to the programme in that country. Please note that the RAD retains the right to determine the language of delivery in countries where more than one language is spoken.

If you are studying in a language other than your first language then it is your responsibility to ensure that you are able to read, write and speak proficiently in the language.

Q: Where does the CBTS programme run and how do I know what my Teaching Centre is?

A: The programme is delivered in the following Teaching Centres: Australia, Brazil, Canada, Germany, Greece, Hong Kong, Indonesia, Italy, Japan, Malaysia, Mexico, New Zealand, Norway, Philippines, Portugal, Singapore, South Africa, Spain,

Taiwan, Thailand, UK and the USA. In most Teaching Centres the programme is offered every year. However, some countries only operate CBTS every other year. If you are unsure as to what your Teaching Centre is, please contact the Faculty of Education.

Q: How much does the programme cost and how do I pay?

A: You can find information on tuition fee amounts and methods of payment in the Fee and Funding booklet on our website:

<http://www.radeducation.org.uk/feesandfunding>

The tuition fee is due in four instalments over the two years of study. Payment deadlines are always 1 December and 1 April each year.

Q: Is there a minimum or maximum age to apply?

A: No. Entry requirements and selection criteria will not exclude applicants on grounds of age. It is the responsibility of the applicant to be confident that they can cope with the physical demands of the programme. Teaching qualifications offered by the RAD are of UK Higher Education standard. Students who have followed the UK route to a Higher Education qualification will therefore normally be 18 years of age on admission. The RAD recognises, however, that applicants will be at different stages of maturity and prior learning irrespective of age on application and will judge each application on its merit, subject to the legal requirements on individuals charged with the supervision of children.

Q: Do I need a police check?

A: Yes. As you will be responsible for children in your Practical Teaching Placement, a police check is a legal requirement. For applicants living in the UK, the Faculty of Education will initiate the application process for the Enhanced Disclosure with the relevant bodies. For non-UK applicants, the relevant National Office can provide details of the requirements in your country.

Q: Do I need to have computer, e-mail and fax and telephone facilities?

A: You are advised strongly to have your own computer or regular access to one. You do not need to own a fax machine but a private e-mail address is mandatory. Assignments must be word processed.

Q: How do I access my study materials?

A: All study materials will be available to download from the CBTS student pages on the Faculty of Education website. Access will be granted at the beginning of each module, provided students have paid the tuition fee.

Q: Can I apply for Accreditation of Prior Learning (APL)?

A: Yes, applicants can gain exemption from whole modules based on their prior learning and experience. They will have to complete the relevant form before the start of the programme once they have gained a place. A fee is applicable.

Q: Is the programme studied entirely by distance learning?

A: No. You will be required to attend one Intensive Study Period (ISP) in Year 1 of your studies. This ISP will be held in RAD-approved centres for ten consecutive days during August and September. Full details of ISP venues can be obtained from your National Office. The cost of the ISP is included in your fees (excluding travel, accommodation etc). Attendance of the ISP is compulsory.

Q: What do I need to know about the Practical Teaching Placement?

A: As part of your programme, you will be undertaking Module CBTS404 Practical Teaching in Year 2 for which you will need to set up a Practical Teaching Placement. The placement provider will need to have a member of staff willing to act as a Mentor who should be a suitably qualified, insured teacher. Mentors will receive an information pack outlining their roles and responsibilities prior to the start of the placement.

Q: How much contact will I have with my tutor?

A: Each module requires a different number of tutor contact hours. CBTS401 Observation for Teaching and CBTS402 Health, Safety and Professional Responsibilities have four contact hours each. CBTS403 Ballet and Teaching: Knowledge and Understanding contains three hours of distance-learning tutoring and face-to-face tutoring at the ten days of the ISP. CBTS404 Practical Teaching has two hours of distance-learning tutoring, 30 hours of supervised teaching supported by your mentor and three visits from your Practical Teaching Supervisor (PTS). CBTS405 Professional Portfolio has three hours of distance-learning tutoring. Detailed information on contact hours is provided in the individual Module Study Guides that you will receive.

Q. Can I enter candidates for RAD examinations whilst on the Certificate in Ballet Teaching Studies?

A: No, you will not be qualified to teach and enter candidates for examinations until you have completed the Certificate in Ballet Teaching Studies successfully. Once you are registered as teacher with the RAD you will be qualified and you may then enter candidates for examinations.

Q: Who can I speak to at the RAD Headquarters if I have any other questions that are not answered here?

For questions regarding admissions please contact:

Julia Cohen, Admissions Officer on +44 (0)20 7326 8086 or email faculty@rad.org.uk

For questions regarding programme administration please contact:
Olivia Lume, National Director – RAD Southern Africa on +27 (0)11 887 0459 or email olume@rad.org.za

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For questions regarding the programme please contact:

Louise Linford, CBTS Programme Officer +44 (0)20 7326 8021 or email cbts@rad.org.uk

Or

Olivia Lume, National Director – RAD Southern Africa on +27 (0)11 887 0459 or email olume@rad.org.za