

# English National Ballet School

## Changes to Programme Delivery Policy

ENBS Diploma in Classical Ballet and Dance Performance,  
incorporating Trinity College London Diplomas in Professional  
Dance at Level 5 & Level 6

### Introduction

This policy lays out the circumstances in which the School, normally, may make changes to the delivery of the above programme, including content, qualifications awarded, modes and locations of study. The associated student contractual and finance implications of these, including circumstances where a change of delivery lies outside those detailed below, may be found in the Terms & Conditions of Enrolment and in the Fees Policy.

This policy should be read in the context of the School having operated continuously since 1988, offering the TCL Diplomas from the 1999/2000 academic year onwards and to date, never having had to close a programme, change the qualification offered, core purpose or aims of the Programme, mode or principal location of study (outside of Greater London).

### Programme Content

Programme Content is laid down in the Course Handbook and/or Programme & Module Specifications. This content is arrived at, and may only be varied, through the School's own formal approval processes, as laid down in the Quality Handbook and the validation procedures of Trinity College London ("TCL"), whose Diplomas are conferred upon students successfully completing the Programme.

The Course Handbook and/or Programme & Module Specifications will be made available as pre contractual information to candidates accompanying the Terms and Conditions of Enrolment and as contractual information to all enrolled students at the start of each academic year. In the former case, this may be in the form of the then current documentation, subject to change for the next academic year. Programme content may evolve over the years as a consequence of: i. the School's and TCL's quality assurance and enhancement activity; ii. changes to the TCL Diploma specification; and iii. the School ensuring that the Programme remains current and relevant. However, the School will not normally vary this content during an academic year, nor make changes which significantly impact upon the overall aims and purpose of the Programme.

## Qualifications awarded

The Programme leads to the School's own Certificate and Diploma in Classical Ballet and Dance Performance, which are not externally recognised or regulated qualifications and, via a validation partnership, the Trinity College London Diplomas in Professional Dance, which are regulated qualifications and, at the time of writing, recognised for student funding purposes. The School and TCL have entered into a legal agreement which provides for either party to terminate the partnership. In such cases, the School and TCL will endeavour to ensure "teach out", so that existing students can still follow the validated Programme to completion at the School. The School may also, in future, offer programmes leading to other externally regulated and recognised qualifications. Where relevant, appropriate and subject to agreement with TCL, in such cases the School will permit enrolled students either to transfer to the equivalent level of the new programme or to complete their School studies on this programme.

## Modes of study

This Programme is offered only on the basis of full-time study, in person, at the locations specified in 5. below. In exceptional circumstances, the School may, at its discretion:

- Permit an individual student, at their/parental request, to study online or at a distance, normally for a maximum period of one complete term, or the maximum equivalent in School working days where the period spans 2 terms;
- Require some or all students to study online or at a distance, normally for a maximum period of one complete term, or the maximum equivalent in School working days where the period spans 2 terms, where this is necessary to maintain business continuity in the context of events outside the School's control, which impact upon Programme delivery.

Should the School introduce, in future, an additional, alternate mode of study for this Programme, it will permit enrolled students to transfer to that mode or else to continue to completion through full time attendance in person.

Through the Support through Studies Policy, the School may agree a Learning & Teaching Support Plan with individual students. This may involve some adjustment to teaching, learning, assessment and/or attendance; however, such students will remain in full time, in person study as above.

## Teaching Location

The Programme is currently delivered via in person attendance, principally at the School's site in Hortensia Road London SW10 and The Royal Academy of Dance London SW11 and also, for limited periods of time during the Programme, at various theatres and other venues normally within the greater London area. However, the School reserves the right to vary the principal locations of study providing these remain within the Greater London area and provide the facilities necessary for Programme delivery. The School will give students at least a full term's notice of such location changes. In

exceptional circumstances, individual enrolled students may be permitted to study online/at a distance for a limited period as in the section above.

## **Programme and/or School closure**

Should the School close the programme to new candidates, where possible, new candidates will be offered places on an alternate programme offered at the School, while the School and TCL will endeavour to ensure “teach out” so that existing enrolled students can still follow the validated Programme to completion at the School.

Should the School close the programme to both candidates and enrolled students, where possible and subject to agreement with TCL, the School will offer enrolled students and candidates places at the equivalent level of an alternate programme offered at the School.

Should the School not offer a suitable alternate programme or cease to operate, the Board of Governors and TCL will endeavour to find both enrolled students and candidates places on equivalent programmes elsewhere, either leading to the TCL Diplomas in Professional Dance or other qualifications at an equivalent (notional) level and discipline.

In the event of Programme or School closure, the School will use its best endeavours to give enrolled students 2 full terms notice of this and at least 3 calendar months' notice to candidates.

## **Fees**

Firm Tuition and associated fees, for the following academic year, will be notified to candidates as part of the pre contractual information provided alongside the Terms & Conditions of enrolment, and to enrolled students as part of the ongoing contract.

The School will not increase tuition fees for students in their second and subsequent years by more than CPI + 3% annually.

Should a student be required or permitted to repeat a year, the applicable annual tuition fee for a year of the programme will be payable for that year, in addition to that payable for years taken for the first time, as normal.

Should a student be required to repeat a module or an assessment, without repeating the Programme year concerned, the School reserves the right to charge an additional tuition fee, pro rata of the applicable annual Programme tuition fee, according to the guided learning hours involved.

In agreeing a Learning & Teaching Support Plan for an individual candidate or enrolled student, the School will not make an additional charge for adjustments to its own Programme delivery which are deemed reasonable. However, to accompany this, the School may also require that the student undertakes additional support activities, delivered externally to the School at their own expense. The School also reserves the right to agree changes to Programme delivery for an individual student, which are not deemed reasonable from a financial perspective, but which the student has agreed to provide or fund out of their own resources.

## **Related School and allied Policies**

The following should be read alongside this Policy:

- Programme Handbook
- Programme Specification
- Module Specifications
- TCL PPAD Qualification Specifications from Sept 2018
- Fees Policy
- Terms and Conditions (of enrolment)
- Support through Studies Policy

## **Glossary of terms**

### **Candidate/Applicant**

A person seeking admission to and holding the offer of a place on the Programme, which they have not declined or been deemed to have declined.

### **Contract**

The contract formed between us under the Terms and Conditions (as may be amended from time to time) and the Offer Letter.

### **Guided learning hours**

Study under the direct supervision of a member of School or academic /professional partner staff, normally in person and in real time.

### **ENBS/School/We/Us**

English National Ballet School, a private company limited by guarantee and registered in England and Wales. Our company registration number is 02319478 and our registered office is at Carlyle Building, Hortensia Road, London, SW10 0QS.

### **Enrolled Student**

A person who has met all paperwork and financial requirement to join the School as a student and has attended the School's premises from the beginning of the academic year, or from their agreed start date if different.

### **Externally recognised or regulated qualifications**

Qualifications which are recognised for funding purposes by the DfE or through Tuition Fee Loans and appear as entries in the Register of Regulated Qualifications or in the OfS Sector-recognised standards.

### **Full-time**

Study involving at least 1000 guided learning hours over an academic year.

### **In-person**

The student attends the locations specified in 5 above for guided learning hours.

### **Level**

Levels of study as detailed in the OfS Sector-recognised standards or considered notionally equivalent.

### **Programme**

The English National Ballet School's Diploma in Classical Ballet and Dance Performance and Trinity College London's Diplomas in Professional Dance.

### **Student**

A person enrolled on the Course and/or their parents or guardian in the context of contract formation and liability for fees and costs.

### **Trinity/TCL/Trinity College London**

The body which confers awards on successful students.

### **You/Your**

Any student or prospective student at English National Ballet School and parents or legal guardians acting on your/their behalf.

## Document Change History

This is version 1.0 of English National Ballet School's Changes to Programme Delivery Policy. This policy is for internal and external use.

This policy is subject to regular revision and maintained electronically. Electronic copies are version controlled.

The most recent version is listed first.

<b>Version: 1.0</b>	<b>Date: May 2026</b>
Whole Document	Policy created and approved by Board of Governors.