

Soulful Sunday

200hr YTT

Student Handbook



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1. Anti-Harassment Policy

Harassment is a legal term that means unwelcome verbal and non-verbal conduct directed against someone in a protected class.

Sexual harassment is a legal term that means unwelcome sexual advances, requests for sexual favours, and other verbal or physical harassment of a sexual nature in the workplace.

Sexual misconduct is a non-legal term used informally to describe a broad range of behaviours which may or may not involve harassment.

Harassment Against Members of Protected Class

We do not permit managers, employees, teachers, independent contractors, students, or others in the workplace to harass any other person because of age, gender (including pregnancy), race, ethnicity, culture, national origin, religion, sexual orientation, disability, socioeconomic status, genetic information, or any other basis proscribed by law.

Sexual Harassment in the Workplace

We do not tolerate sexual harassment in our studio. Sexual harassment refers to any unwelcome sexual attention, sexual advances, requests for sexual favours and other verbal, visual or physical conduct of a sexual nature when the conduct harms the person's employment or working environment.

Sexual Misconduct

We prohibit sexual misconduct in our studio. Sexual misconduct is any unsolicited and unwelcome sexual advance including requests for sexual favours, sexual touching, and verbal, visual, or physical conduct that creates a sexually hostile environment in a yoga class or studio.

Romantic Relationships Between Teachers and Students

Teachers shall not invite, respond to, or allow any sexual or romantic conduct with a student during the period of the teacher-student relationship.

Teachers shall avoid getting into personal or sexual relationships with students that may result in the impairment of their professional judgment or that may compromise the integrity of their teaching. If a relationship begins to develop, the teacher should bring it to school management.

If a teacher has a pre-existing relationship with a student that did not arise from the teacher-student relationship, it should be brought to the attention of the school's management so that it can guide the couple in maintaining high ethical standards.

2. Attendance Policy

Our program expects students to be on time for class, after breaks, and after lunch. Please let our faculty know if you will be late.

Students are encouraged to have 100% attendance. However, we understand that students have important commitments outside of the classroom. Should extenuating circumstances impact attendance, students are permitted to miss class, provided they work with the program director to make up any missed hours. Students are responsible for rescheduling missed hours to make up any course material they have missed.

If a student needs to miss any training session, he or she must speak to the program director before the beginning of the session. Students recognise that, if they miss training hours that they have not made up, they will not graduate from the programme.

3. Code of Conduct

The purpose of our Code of Conduct is to help our teachers serve in their purest spirit and to protect our students and community.

Professional Growth/Continuing Education

Teachers shall dedicate themselves to the continuing study and practice of yoga, including asana, meditation, and theory.

Financial Practices

Teachers will discuss all fees and financial arrangements in a straightforward professional manner. Teachers will manage their business affairs according to recognized standard business and accounting practices. Teachers are encouraged to render services to individual or groups in need without regard to financial remuneration. Teachers will neither receive nor pay a commission for referral of a student.

Teacher-Student Relationships

Teachers shall demonstrate high regard for the moral, social, and religious standards of their students. Teachers shall avoid imposing their personal beliefs on their students, although they may express them when appropriate in the class and in a sensitive and careful manner.

Teachers recognise the trust placed in them by students and the unique power of the student-teacher relationship. Teachers shall avoid exploiting the trust and dependency of students. Teachers shall avoid dual relationships with students (e.g. business, close personal or sexual relationships) that may impair their judgment, compromise the integrity of the teachings and/or use the relationship for their personal gain. Teachers shall not engage in harassment, abusive words or actions, or exploit students.

Teachers recognise that the teacher-student relationship involves a power imbalance and shall exercise caution if the teacher chooses to get into a personal relationship with a student.

Integrity

Teachers shall uphold the highest of moral standards. Teachers shall strive to ensure that their intentions, actions, and speech are based on honesty, compassion, selflessness, trustworthiness, and transparency.

Teachers recognise that the process of learning is never complete, and they shall avoid portraying themselves as "enlightened" or "spiritually advanced." Teachers recognise that they are walking on the spiritual path along with their fellow teachers and students. Teachers shall cultivate an attitude of humanity in their teaching and dedicate their work to something greater than themselves.

Code of Conduct

Scope of Practice

Teachers shall not abandon or neglect their students. If teachers are unable (or unwilling for appropriate reasons) to provide professional help or continue a professional relationship, they should make every reasonable effort to arrange for instruction for that student with another teacher.

Teachers should avoid giving any personal advice concerning a student's personal life. Teachers shall not give medical advice. Teachers shall not prescribe a treatment or suggest rejecting a physician's advice. Teachers shall refer their students to medical doctors or complimentary licensed professionals when appropriate.

Confidential Information

Teachers shall keep all personal information disclosed by their students strictly confidential.

Inter-Professional Relationships

Teachers are part of a network of health care and well-being professionals and shall seek to develop interdisciplinary relationships. Teachers shall conduct themselves in an honourable manner in their relations with their colleagues and other wellness practitioners. Teachers shall not openly criticise practices followed by other yoga schools or teachers.

Advertising and Public Communications

Teachers shall not make false advertisements. Teachers shall refrain from making public statements on the benefits of yoga that are not supported by science or the generally accepted experience of the yoga community. Advertisements of workshops, clinics, seminars or similar events must have a clear statement of the purpose of the event, the audience for which it is intended and its educational objectives. The education, training, and experience of the teacher shall be fairly and accurately disclosed. Advertisements shall be made with dignity. Advertisements shall not include exaggerated claims about the benefits of yoga.

Equity

Teachers shall welcome all students regardless of age, sex (including pregnancy, gender identity and perceived gender expression), sexual orientation, colour, race, national origin, marital status, parental status, veteran's status, religion, or physical or mental disability, provided that the teacher has appropriate expertise.

4. Grievance Policy

Grievance Policy gives teachers and students an easy and safe way to address troubling or sensitive issues and provides insight on how these issues will be handled.

We encourage anyone who has been the subject of sexual misconduct or any other action that violates our policies and Code of Conduct to report the incident to the lead trainer (henceforth referred to as the "reviewing body").

The report should contain the following information:

- Your full name
- Your email and phone number
- The name of the person who the grievance is against A description of the alleged policy violation
- The date and location of the policy violation
- Names and contact information of any witnesses with first-hand knowledge of the situation
- Any other credible evidence that is available to support the grievance

In the interest of fairness and privacy, all reports must be made by the person who has personally experienced the misconduct. We will not investigate a matter based upon a third-party report of misconduct.

All reports must be made in good faith based on information the person reporting the incident reasonably believes to be accurate.

We may request additional information from the person reporting the incident throughout the course of review of the report.

We will take appropriate action to ensure compliance with our policies. The reviewing body will impose any sanctions that it feels are fair, just, and reasonable under all circumstances.

We will not allow anyone to retaliate against any person for making a report in good faith or providing information in connection with an investigation into an alleged violation.

Any information provided during a grievance report review will be treated on a confidential basis. Similarly, any actions that the taken in response to the report will also be confidential.

5. Refund Policy

Upon receiving an acceptance email, the applicant will be pay a deposit of £250 by bank transfer. Final invoices will be emailed 2 weeks before the end date of training. The deadline to pay in full is on the last day of training. If an applicant withdraws from the programme after acceptance, but before the programme starts £100 from the applicant's deposit amount will be retained by the programme. However, such amount can be applied towards a future training programme. The programme will not give any refunds or credits after the training starts. The programme reserves the right to cancel any training before it begins. In that case any payments applicants have made will be refunded in full.

6. Retaliation Policy

We prohibit retaliation against anyone for reporting a violation of our Code of Conduct or other policies, or for participating in an investigation relating to a violation of our Code of Conduct or other policies.