

ROYAL ACADEMY OF DANCE

RAD Continuing Professional Development Guide to Exemptions

Continuing Professional Development (CPD) is mandatory for teachers registered with the RAD in order to retain your teaching status. Teachers are required to complete 20 hours of CPD in each CPD year (1 September – 31 August).

Visit <https://www.royalacademyofdance.org/teacher-training/cpd/cpd-with-the-rad/cpd-for-rad-registered-teachers/> for further information.

In the event of unforeseen circumstances, teachers registered with the RAD may be eligible for reduction in the CPD requirement, either a:

- full-exemption (20 hour), or
- part-exemption (10 hour)

Further information about CPD declarations can be found here:
<https://www.royalacademyofdance.org/teacher-training/cpd/cpd-with-the-rad/declaration-and-exemptions/>

Eligibility for an exemption

From time to time something may happen in your personal life that may affect your ability to meet the minimum CPD requirement.

Reasons for exemptions

We have the option of a full or part exemption in place for a variety of reasons such as ill-health, onerous caring duties for a close family member, bereavement of a close family member, maternity and paternity leave, unemployment, or a career break. Please note that this is not an exhaustive list, you may be exempt based on other reasons that you feel affect your ability to meet the minimum CPD requirement.

Evidencing your reason for an exemption

If you are selected for our CPD Audit, you will be asked to describe your reasons for a Part-Exemption or Full-Exemption. We do not need to see any evidence, however, if for any reason we require clarification, we reserve the right to ask you to provide further information.

Your exemption evidence will be treated with the utmost sensitivity and confidentiality.

Countries with small numbers of RAD Registered Teachers

If you live in a country where there are less than ten teachers registered with the RAD, there may not be a large number of face-to-face RAD CPD activities for you to participate in. Teachers are encouraged to use online CPD provision and/or to travel to nearby countries to attend CPD activities. If this is not possible you may be eligible for a part-exemption of 10 hours. Please take into account that the RAD would still expect teachers to at least be able to meet 10 hours of Independent CPD under these circumstances.

Declarations and Exemptions

The CPD year runs from 1 September to 31 August.

If you believe you are eligible for a full or part exemption for the CPD year, you will self-declare that you meet the exemption criteria. You will not be required to submit any evidence unless you are selected to take part in our CPD Audit.

Exemptions are applicable only for the year in which they are declared i.e. an exemption for the 2023-2024 CPD year is valid until the end of the 2023-2024 CPD year.

Questions

If you have questions about exemptions, please contact your National Office. If you do not have a National Office in your country, contact CPD UK, cpd@rad.org.uk

You can find the contact details for your National Office here:
<https://www.royalacademyofdance.org/about-us/contact-us/>