

ROYAL  
ACADEMY  
OF  
DANCE

*Focus on*  
**Exams**

Issue 2 2022



**Filmed examinations**

The Pamela Howard Examinations Bursary

First exams at RAD's new headquarters



*Ballet Rosa*<sup>®</sup>

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# Welcome

## Focus on Exams Issue 2 2022

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## Welcome to Focus on Exams

Things continue to be busy at our new global headquarters, and worldwide for our candidates, teachers and staff.

In this edition, we confirm that **filmed examinations will continue to be a part of the RAD's exam services throughout 2023**, we'll look at **malpractice** and identify areas where this might affect exams, and we introduce the **Pamela Howard Examinations Bursary**, an opportunity to support deserving candidates on their RAD journey by helping with the cost of their next exam.

In this edition we also include reminders and updates, as well as some observations on the **first examinations in our new headquarters**, by RAD Examiner Margaret Bull.

Lastly, we would love to see some images of your candidates' amazing examination hair styles... Share your image with us at [exams@rad.org.uk](mailto:exams@rad.org.uk), and we may publish some of your inspirational photos!

Stay safe and best wishes

**James Stockdale**  
Director of Examinations



## Filmed examinations

**We can now confirm that we will continue to include filmed exams as part of the RAD's services throughout 2023.** While we feel that nothing can replace the experience of a live exam performance, the last few years have shown us that there is clearly a time and a place for a filmed version, and that offering both face to face and filmed options gives our teachers the best and most flexibility.

We will keep filmed exams under review, taking into account all aspects of the process from capture and upload of footage, through to processing and results dissemination. This is to ensure that something put together as an immediate response to the COVID-19 pandemic becomes embedded in a practical and streamlined way. Therefore, as we develop this service there may be changes. Please do let us know your thoughts on filmed exams so that we can continue to improve.

From 2023 filmed exams will have an updated set of paperwork. We are working to make this much shorter and easier to navigate than the current documents. We will, however, be asking teachers to adhere to the revised guidelines for submission of footage – if the film is of poor quality, or there are issues with sound or visibility, we ask that it is resubmitted, and we will adjust the target date for results accordingly.

Filmed exams will be the same cost as face to face exams for the remainder of this year (2022/2023). The complexity of facilitating them does not currently provide any savings compared to examiner travel and accommodation. Further, filmed exams are a bigger administrative burden than face to face exams as they require extra software, licensing and staff.

Please see the recent [Inform and Educate](#) series for more guidance on how to create your filmed exam.

# INSURANCE SOLUTIONS FOR DANCE TEACHERS AND INSTRUCTORS



Photo: David Tett, courtesy of  
the Royal Academy of Dance

When the spotlight  
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Gallagher is a proud provider of insurance products for RAD dance teachers and has developed specialist solutions for dance teachers of a variety of styles and disciplines. Premiums start from £70\*\*

## Cover includes:\*

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- **Shows** - included as standard\*\*\*  
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\* Policy limits and exclusions may apply, please see policy wording for full terms and conditions.

\*\* Based on one teacher of dance (in associations agreed syllabus), no previous claims, standard £5 million PL.

\*\*\* Shows up to 500 people in attendance (in UK) and fixed seating only. The operation of lighting and use of pyrotechnics is excluded.

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Gallagher Dance Teacher

## Attainment bands

We are now implementing our new attainment bands for exams.

Technical difficulties meant a delay in sending out certificates from our headquarters.

This has now been resolved, and we are back on track with the printing. We apologise to those teachers and candidates affected, but as we don't intend to change bandings again, we believe that this issue will not be repeated.

Below is the confirmed tariff table showing the way in which points are allocated on the UCAS\* tariff.

Result classification	Total marks	Medal classification (graded exams only)
Standard not attained	0 – 39	n/a
Pass	40 – 54	Bronze
Merit	55 – 64	Silver
High Merit	65 – 74	
Distinction	75 – 84	Gold
High Distinction	85 – 100	

Exam	Pass	Merit	High Merit	Distinction	High Distinction
Grade 6	8	10	12	14	16
Grade 7	12	14	16	18	20
Grade 8	16	18	20	22	24
Intermediate	8	14	16	20	24
Advanced Foundation	16	20	22	24	28

\*UCAS is a UK based Universities and Colleges Admissions Service. See their [website](#) for further details about UCAS points and RAD qualifications.

## Idregistration email address

The [idregistration@rad.org.uk](mailto:idregistration@rad.org.uk) inbox is no longer in use. This is because teachers can now register their candidates via RAD Online Exam Entries. If you need to update the spelling of a candidate name, please contact your local RAD office/representative and they will make the change for you.

If you have a query about registration, please email [certificates@rad.org.uk](mailto:certificates@rad.org.uk)

## Spelling of candidate names

Please note that applicants (teachers and school administrators) are responsible for ensuring that the names of their students are spelled correctly when they are registered in RAD Online Exam Entries. As published in **Issue 3, 2021 of Focus on Exams**, names need to be correctly spelled so that candidate certificates are correct. To improve our turnaround time, we will be reducing the gap between results dissemination and the printing process (previously left to allow teachers to correct spellings), so please ensure that these are correct at time of entry.

## Syllabus questionnaire

Thank you for taking the time to complete the syllabus questionnaire earlier this year. Your feedback was invaluable and much of it mirrored themes and ideas already in discussion.

Firstly, we want to reassure you that we are not looking to implement any major changes to the syllabus or resources at this time. We are investigating ways to increase accessibility and inclusivity in the first instance, introduce some new examination options and to investigate ways to give you more flexibility in teaching the work.

We are piloting some ideas at present to assess their practicality and effectiveness. We are hoping that these will be implemented at the beginning of 2023 and we will be in touch to share this information later in the year. Any changes or adaptations will not impact any current exam preparation.

If you have any further questions in the meantime, please get in touch.

## The Fiona Campbell Examinations Bursary

This bursary is no longer available for applications, as all funds have now been awarded.

## General reminders

**Impossible dates** – where face to face exams are now available, please provide organisers with as many date options as possible – they work hard to meet date requests for all their teachers, and it is helpful when there are several options to facilitate this process.

**Late payment and admin fees** – organisers will always try to be accommodating in helping you to submit your entry and receive a suitable exam day for a face to face exam. However, where entries are late, or require changes after they have been submitted, this will incur a surcharge. We suggest that you start your entry when you are ready, but that you ensure you have finalised your information before you press 'submit' in the RAD online exam entry.

Photo: David Tett



**Reasonable adjustments/special considerations:** This is a link to an article about the difference between Reasonable Adjustments and Special Considerations.

**RAD Members Discount Online – [www.radenterprises.co.uk](http://www.radenterprises.co.uk)**

If you're a member and haven't already visited the new shop online, look out for an Account Invitation email in your inbox. Once activated, this will give you access to your RAD member discount. You will need to click on the link in the email to re-activate your account before making your first purchase to ensure your discount is automated. Don't forget that all RAD members enjoy a 10% discount, and RAD Registered Teachers enjoy a 20% discount off selected items online and in-store.

**RAD HQ shop – book your pointe shoe fitting in-store now!**

The fully qualified team at our UK headquarters offer a free pointe shoe fitting service for students, and we carry a variety of Freed and Bloch pointe shoes and accessories. You are welcome to drop in without an appointment, but we advise booking an appointment in advance +44 (0)20 7326 8080 or [sales@rad.org.uk](mailto:sales@rad.org.uk) to avoid disappointment at peak times.

The RAD Shop team look forward to welcoming you soon!

Photo: Suzi Bird





# Pamela Howard Examinations Bursary

One of our RAD Teachers, Ms Pamela Howard, sadly passed away in July 2021 and a bursary in her memory has been set up to help deserving candidates toward the cost of their exam.

A recipient of the RAD's prestigious President's Award, Ms Howard showed her dedication to her students through her teaching. Her work inspired generations, with pupils progressing through her school and going on to succeed in the dance world both in the UK and internationally.

The Pamela Howard Examinations Bursary offers candidates funds up to the value of their next exam and as teachers, you have 150 words to explain why your candidates deserve the bursary. Applications are read by a panel of judges and bursaries are awarded based on their response, up to the total value of the fund. The bursary will be open for applicants throughout July 2022.

We are proud to be able to remember a dedicated RAD Teacher and friend whose work supporting students and teachers has profoundly affected so many.

Apply [here](#).

Pamela Howard (28 Jan 1926 – 3 July 2021)  
Photo: courtesy of Amanda Dignam



# Malpractice

## What is malpractice?

Malpractice is any action or activity which, whether through negligence or intention, falsifies or undermines the integrity of the examination procedure and/or the outcomes of awards.

## What does this mean?

Malpractice is doing something that invalidates the examination process or result.

As an Awarding Organisation, we must ensure that we guard against malpractice to safeguard the validity of our exams.

Some examples:

- Holding exams for candidates, which are believed to be official RAD exams by candidates/parents/carers, but are not organised or regulated by the RAD.  
Note that holding mock exams is fine, but candidates and parents/carers should be clear about the difference between a mock exam and their actual RAD exam.
- Impersonating or presenting someone as an RAD examiner when they are not on our Panel of Examiners (a list of whom can be found [here](#)).
- Falsifying or altering any documents/materials issued by the RAD in respect of exam results including results listings, result forms, certificates, medals and bars.
- Making or issuing documents or materials which claim to be RAD exam results (e.g. certificates and result listings), when such documents or materials were not in fact issued by the RAD.
  - **This means you cannot give candidates a certificate that tells them they have taken and passed an RAD exam unless they have actually done so.** Certificates for mock exams, attendance etc. are fine, but where schools/teachers give certificates of achievement for their students, it must be clear what the certificates are for, and not state that they are for an RAD exam.
- Intentionally registering a candidate under a false name or date of birth.
- Replacing a candidate entered for an RAD exam with another person who claims to be that candidate.
- Failure by any responsible person to ensure that candidates receive any official documents or materials issued by the RAD in respect of exam results in a timely manner, or withholding such documents or materials without good reason.
- Certificates, result forms and medals/bars belong to the candidate. Teachers cannot withhold these, even if there is a dispute or payment owing from the candidate.

- Passing on false, incomplete or misleading information about exam results to a candidate, whether written or verbally.
- Disclosing or discussing confidential information about an exam, including results, to any third party without the consent of the candidate
- Attempting to influence the results of an exam. **For filmed exams, this would include teachers demonstrating or directing an examination from behind the camera.** Where we see examples of this, we will contact the relevant school/ teacher and investigate the malpractice issue before the exam results are issued. Demonstrating to candidates in an exam could lead to the exam entry being classed as invalid.
- Deliberately harassing a candidate during or immediately before an exam.
- Misrepresenting fees or other information about exams to candidates or parents, including failing to separate examination fees from other studio fees.
- Holding oneself out to students, parents or others as able to enter candidates into RAD exams without the eligibility to do so.
- An RAD teacher supporting the exam entry of another teacher or school where this might reasonably be considered to falsely confer eligibility to enter candidates on that teacher or school.
- A school administrator misrepresenting an RAD teacher as having taught students for the entered grade when they haven't done so.
- Providing any information about examinations or qualifications which is inaccurate or misleading.
- Any action or omission likely to bring the RAD into disrepute.
- Failure to co-operate with the RAD, exam regulators or law enforcement agencies during a malpractice investigation.

If we suspect, or receive information, to suggest that malpractice has occurred, we are required to investigate. An investigation that reveals malpractice has occurred can have a variety of outcomes, including a letter to the responsible party, invalidation of an exam result, or, in serious cases, involving legal authorities. Read our full policy [here](#).

# First exams at RAD's new headquarters!

## By RAD Examiner Margaret Bull

As an examiner, the first day of a tour is an exciting moment. It is the time when preparations are behind me and I look forward to all that is to be presented in the next days or weeks. I always take time to think about how the candidates will also now be preparing and looking forward to their time in the studio.

So it was on 14 March 2022, as I left the hotel to walk to the examinations venue – the new Royal Academy of Dance global headquarters, York Road, Battersea. It has to be admitted that I felt a new level of excitement on this day as I was to be conducting the first exams in the new building.

I approached, not knowing what to expect but found myself smiling at the statement title on the front of the entrance. This is not a shy building tucked away, but one that signifies a bold presence for dance in a modern world.

While I did not know what to expect from the building, once inside I was greeted with the professional warm welcome from staff that has been my experience over the years as student, teacher, trainee and examiner. This ethos of welcome seems to be a constant whichever building our institution occupies.

My two weeks of examining in the Jo Manoukian Studio was a delight. It is a spacious, elegant place without fuss or distraction. There is a serenity about the empty studio that can be filled as soon as the candidates enter with their smiles, enthusiasm and anticipation of all they might achieve in the next half an hour or so.

I felt very privileged to be examining the first exams in the new building and came away at the end of March aware that, while many of us have deep memories of Knightsbridge and Battersea Square, new memories are being made now in a building offering tremendous opportunity for our future.



The Jo Manoukian Studio  
Photo: David Tett

## Solo Seal

The Solo Seal is the highest level of exam offered by the RAD.

Candidates perform three solo variations and a virtuoso finale (choreographed by the candidate or their teacher), requiring a high degree of technical and expressive artistry, in front of an audience.

They must achieve a minimum of 8 marks (out of 10) in every component to pass. In a typical year, no more than 20-30 candidates around the world achieve this prestigious award.

Congratulations to the following:

### **Australia**

Amber Mitchell-Knight (March 2022)

Madeleine Calvert (April 2022)

Gemma Gum-Gee (April 2022)

Phoebe Kilminster (April 2022)

Amelia Soh (April 2022)

## Panel of Examiners

### **Fond farewell**

We would like to take this opportunity to wish all the best to retiring examiner Dawn De Wit, who has been on the examining panel for 41 years. We thank her for her dedicated and committed service for over four decades.

### **In memoriam**

Former examiner Dorothy Stevens passed away in April 2022. Ms Stevens started teaching at the age of 15, and dedicated her life to dance teaching until the age of 90. She was an examiner for 26 years, with the RAD (1970 – 1996).

### **Recruitment and training**

Recently a new examiner training programme took place in Sydney, Australia, with eight trainees. These are now heading out on their shadowing tours. A further examiner training programme will be held in London in October and November 2022, with six trainees confirmed to attend.

### **Examiner devices roll-out**

Examiners in the UK, Europe, Australia, New Zealand, USA and Canada have received their RAD iPads and, after receiving refresher training, are now marking exams on the RAD marking app. More examiners in other countries will be receiving their RAD devices over the next few months. The full panel will be using the marking app by the end of 2022.

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