

Student Code of Conduct

Policy Owner: Head of Student

Approved by: VCEG

Services

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Academic Services

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Summary of amendments / significant changes to the 2019 policy:

- To: update the existing Student Code of Conduct as appropriate to a policy document; condense and modernise the list of misconduct examples.

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Head of Student Services
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Approved by Vice-Chancellor's Executive Group 16/02/2021

The Student Code of Conduct

1) Purpose

- i) The Royal Agricultural University (RAU) has clear expectations of the behaviour of its students. Students are required to conduct themselves in accordance with the principles set out in the University's Student Code of Conduct ("the Code") in a way which demonstrates respect for the reputation of the University, its student and staff body, and the RAU wider community.
- ii) The Code forms part of a student's learning agreement and has been developed to provide clear guidelines of acceptable conduct. Failure to maintain the standards and behaviour set out in this Code may lead to disciplinary action being taken under the [Student Discipline Policy and Procedure](#).
- iii) In applying this Code, the RAU seeks to comply with all relevant legislation promoting privacy, equality of opportunity and anti-discrimination.

2) Expectations of Students

- i) To ensure that students are respected, valued, and feel safe, the RAU require students to treat each other, as well as staff, visitors, and members of the public in the wider community with dignity and respect according to the following standards:
 - Safely, and with regard for the safety of others.
 - With civility, consideration, and respect for others regardless of ethnicity, disability, gender, age, sexual orientation, or beliefs; and
 - In accordance with all University policies, rules and regulations, and all applicable laws.
- ii) Students are personally accountable for their actions and are expected to read and familiarise themselves with the Student Code of Conduct.

3) What Defines Misconduct?

- a. Misconduct is behaviour which interferes with the proper functioning of the University and its activities, or those who work and study at the RAU, or which has the potential to damage the reputation of the University or the student body.

The essence of misconduct under this Code is:

- i) that it creates an unacceptable health and safety risk for students or staff or visitors to the University.

- ii) that it obstructs, frustrates, or disrupts the functioning or activities of the University, or of those who study or work at the University.
 - iii) that it otherwise damages the University or its reputation, whether this takes place on campus or off campus, elsewhere including in the virtual environment such as social networking or websites.
- b. Appendix A provide indicative examples of what may constitute misconduct.

4) Scope

- a) The Code is for University use and applies to all registered students of the RAU.
- b) The Code is intended to provide a process for dealing with allegations relating to non-academic student misconduct, discipline, or behaviour. Academic misconduct is handled through a separate [Procedure](#).
- c) The RAU Students' Union has its own Code of Conduct for SU clubs, sporting events, societies and for its events held away from RAU premises, with any allegations of misconduct handled by the RAU Students' Union.
- d) The Code applies to any alleged misconduct committed on University premises or elsewhere, and whilst engaged in University related activity or not, including:
 - i) On University property which includes any property and/or premises owned or controlled by the University whether in the United Kingdom or abroad, or to which access has been gained through membership of the University.
 - ii) At any organisation in the United Kingdom or abroad which a student attends as part of a University course, on external secondments, placements, field trips, residential trips or as part of any reciprocal agreement with another institution.
 - iii) At any other location in the United Kingdom or abroad where the University is of the view that the alleged offence has, or may, impact on the University community or the student's suitability to remain registered as a student, including circumstances where misconduct may also constitute a criminal offence.
 - iv) We expect our academic collaborative partner institutions to have their own Code of Conduct and Disciplinary Procedure or else to apply the University's, with comparable local adaptations where appropriate.

- e) This general set of principles is supported by more detailed University policies (see Section 88) specifically:
- [Alcohol and Drug Abuse Policy](#)
 - [Bullying and Harassment Policy](#)
 - [Zero Tolerance to Sexual, Physical, Emotional Abuse, Violence, or Harassment Policy](#)

5) Student Misconduct

- a) Alleged failures by students to comply with the standards of conduct may result in the University acting under the Student Discipline Policy and Procedure and/or such other University policies as it considers reasonable and appropriate.
- b) Any student who is studying, or registered, at the University or with a collaborative partner institution shall be subject to disciplinary measures if the student is found to have committed an act of misconduct.
- c) The University categorises misconduct by severity and impact. Complaints will be considered either by the Head of Student Services (or an appointed nominee), the Director of Academic Services or the RAU's Disciplinary Panel depending on the level of seriousness.
- d) For misconduct that is also a criminal offence or is subject to civil proceedings, see Section 10 of the [Student Discipline Policy and Procedure](#).

6) The Two Stages of Misconduct

- a) The University has a two-stage process for dealing with alleged student misconduct as set out in Sections 7 and 8 of the [Student Discipline Policy and Procedure](#):

Stage 1

- i) Where a student admits to misconduct then the University will decide if it is appropriate to treat the misconduct through the Stage 1 Procedure outlined in the Student Discipline Policy and Procedure.
- ii) Following any allegation of misconduct an investigation will be carried out by the Head of Student Services (or an appointed nominee), and a meeting will then be arranged with the student. If it is deemed that the level of misconduct is eligible to be dealt with at Stage 1 then the Head of Student Services (or an appointed nominee) have the authority to impose sanctions to reflect the level of misconduct.

Stage 2

- i) Where the University decides because of the serious nature of the alleged misconduct that the Stage 1 Procedure is inappropriate, then the Stage 2 Procedure outlined in the Student Discipline Policy and Procedure will apply.

- ii) Where an allegation, or findings of the Stage 1 procedure are such that it would not be deemed appropriate to deal with at Stage 1 alone, then the Director of Academic Services will be informed, and a determination made as to whether the allegation is serious enough to be dealt with at Stage 2 where a Disciplinary Panel may be convened to hear the case.

7) Implications for International Students

- a) A student studying on a Tier 4 visa should be aware that the outcome of disciplinary action could affect their existing permission to stay in the UK and ability to complete their programme of study under the terms of their current visa and immigration permissions.

8) Other Related Policies

- a) There are various other University Policies and regulations that apply and include, but not limited to:
 - i) [Alcohol and Drug Abuse Policy](#)
 - ii) [Bullying and Harassment Policy](#)
 - iii) [Freedom of Speech Policy](#)
 - iv) [Inclusivity, Equality and Diversity Policy](#)
 - v) [Health and Safety Policy](#)
 - vi) [IT Acceptable Use Policy](#)
 - vii) [Safeguarding and Prevent Policy](#)
 - viii) [Student Discipline Policy and Procedure](#)
 - ix) [Terms and Conditions of Residency](#)
 - x) [Zero Tolerance to Sexual, Physical, Emotional Abuse, Violence, or Harassment Policy](#)

9) Governance, Management, Advice and Support

- a. The Director of Academic Services is responsible for the Student Code of Conduct and has responsibility for the implementation and communication of the Code. The Director of Academic Services is responsible for the administration of the Code. General enquiries about the Student Code of Conduct can be made by email registry@rau.ac.uk

- b. Individual independent advice to students is available from the Students' Union or email su@rausu.ac.uk, see RAUSU website <https://www.rau.ac.uk/university-life/social/studenthttps://www.rau.ac.uk/university-life/social/student-unionunion>.

10) Related Documentation

- a. The following documents can be found on the University Policy and Procedure pages:
<https://www.rau.ac.uk/university-life/support-and-wellbeing/student-handbook>;
- b. Supporting documentation is available from the Gateway web pages:
<https://www.rau.ac.uk/university-life/support>

11) Appendices

Appendix A

Indicative examples of what may constitute misconduct, whether occurring on University premises or elsewhere

It should be noted that , upon investigation, some listed misconduct could be first considered under either Stage 1 or Stage 2 of the University Disciplinary Policy, according to the seriousness of the matter and/or perpetrator admission, while some (indicated) will always be first considered at Stage 2		Examples of misconduct shown as "X"- this list is not exhaustive		
Behaviour	Types of Inappropriate Behaviour	Committed on Campus or University business or against a member of University Community?	No direct connection with RAU?	Considered at Stage 2 only in <u>all</u> cases?
Drugs and Alcohol	Possession of any controlled substance, including legal highs (psychoactive substances), unless prescribed by a medical practitioner	X		
	Possession with intent to supply a controlled substance	X	X	X
Damage to Property	Causing damage to RAU property whether intentionally or through reckless behaviour or activity	X		
	Misuse of RAU property (e.g. computers or laboratory equipment)	X		

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Behaviour	Types of Inappropriate Behaviour	Committed on Campus or University business or against a member of University Community?	No direct connection with RAU?	Considered at Stage 2 only in <u>all</u> cases?
	Causing damage to the property of a staff member, student or visitor of the RAU	X		
Health and Safety violations	Driving vehicles (cars, bikes or scooters) in a dangerous, reckless or carless manner	X		
	Interfering with fire alarms or fire extinguishers	X		
	Smoking in non-designated smoking areas	X		
	Parking cars or bicycles in non-parking spaces	X		
Offensive or Abusive Behaviour	Threatening or abusive behaviour	X		X
	Abusive comments relating to an individual, particularly in relation to protected characteristics	X		X
	Harrassment or bullying	X		X
	Intentionally exposing oneself indecently in public	X	X	X

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Behaviour	Types of Inappropriate Behaviour	Committed on Campus or University business or against a member of University Community?	No direct connection with RAU?	Considered at Stage 2 only in <u>all</u> cases?
Operational Obstruction	Disruption of University activities (academic, administrative, sporting, social or other) on or off campus	X		
Physical Misconduct	Aggressive physical behaviour, including but not limited to:	X		X
	- Punching			
	- Kicking			
	- Slapping			
	- Pulling hair			
	- Biting			
	- Pushing			
	- Shoving			
	Assault/Serious Assault	X	X	X
Regulatory/Procedural Breaches	Behaviour which has breached another RAU Regulation, Procedure or Policy (eg IT Policy)	X		
	Failure to comply with a previously imposed penalty	X		X

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Behaviour	Types of Inappropriate Behaviour	Committed on Campus or University business or against a member of University Community?	No direct connection with RAU?	Considered at Stage 2 only in <u>all</u> cases?
	Failure to disclose name and other relevant details to an officer or employee of the University	X		
Reputational Damage	Behaviour which could bring the University into disrepute, including that which occurs off campus.	X	X	X
Sexual Misconduct	Making unwanted remarks of a sexual nature	X		X
	Inappropriately showing sexual organs to another person	X	X	X
	Attempting to engage in sexual intercourse or a sexual act without consent	X	X	X
Unauthorised taking or use of property	Taking or using the property of a member of the University Community without permission	X		
	Taking or using University property without consent	X		

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Behaviour	Types of Inappropriate Behaviour	Committed on Campus or University business or against a member of University Community?	No direct connection with RAU?	Considered at Stage 2 only in <u>all</u> cases?
Other criminal matters	It should be noted, any behaviour, whether listed or not , which is subject to a criminal investigation is considered misconduct	X	X	
COVID19 regulations (while in force)	Not adhering to social distancing.	X		
	Not wearing a mask in indoor public spaces.	X		
	Meeting with others not from your household	X	X	
	Not wearing a University lanyard.	X		
	Attending another student's room from outside of your household.	X		
	Holding a social gathering whether indoors or outdoors with others from outside of your household.	X	X	X