

REGULATION 2: STUDENT DISCIPLINE

1. OVERVIEW AND PURPOSE

- 1.1 The purpose of the Student Discipline Regulation is to provide a framework within which students can understand what is expected of them, in terms of how they act as members of the University, on campus and in the wider community. The Regulation and the associated procedure provide a context and step-by-step guide for what happens when alleged breaches are considered internally by the University.
- 1.2 Students are expected to understand and demonstrate the behaviours described in the University's Dignity & Respect Policy. All members of our University community – staff, students and visitors – are entitled to:
 - a) be valued for their skills, abilities and contributions
 - b) be treated with dignity, respect and courtesy
 - c) study, work and live on a campus free from bullying, harassment, victimisation or violence
 - d) experience no form of unlawful discrimination.
- 1.3 The University takes a zero- tolerance approach to all forms of discrimination, bullying and harassment and violence which

- 3.10 No one involved in the appeal of a disciplinary case will have had any prior involvement with the case.
- 3.11 The University may vary any part of this Regulation or associated procedure to make reasonable adjustments for students with an impairment.

4 RESPONSIBILITIES

include any suspension and/or exclusion of a student. This will be referred to as a 'precautionary action condition'.

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- 14.1 Students who have exhausted the University's internal procedures will be issued with a completion of procedures letter and informed that they may make a complaint to the OIA.

Appendix A

Student Disciplinary Procedure

1. Disciplinary Levels, Offences & Sanctions

- a. The table below provides examples of disciplinary offences that breach University Regulations, the level at which they may be considered under Regulation 2, and the sanctions that may be imposed if a student is found to have breached the regulations.
- b. The content of this table is *indicative and not exhaustive*. The scale and impact of the offence will be considered on a case-by-case basis by the Investigating Officer assigned to the case. One or more sanctions may be imposed if appropriate.

Level	Offence	Sanction
1	A breach of University regulations or policies e.g., smoking in prohibited areas, ignoring fire alarms.	<u>Level 1 Sanctions</u> • A formal written warning. • A requirement to make good any damage caused (to the value of £200. A fine of up to £200 (that may be suspended for up to 1 year). • A written reflection to account for the behaviour and an apology to the person affected by the misconduct. • Compulsory attendance at a workshop or course related to the behaviour/issue.
	Refusal to respond to reasonable requests by University staff.	
	Minor damage to property.	
	Use of minor abusive language.	
1/2	Repeatedly contacting someone (by any means/online platform) against the wishes of the other person.	
	Anti-social conduct, including causing a public nuisance by drunkenness or disorderly conduct.	

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2. Reporting An Incident

- a. Where someone studying or working at the University observes, or is informed, of conduct by a student which may constitute disciplinary misconduct (the "Incident"), that person (or someone acting on that person's behalf), shall report such conduct to the Director for the Student Experience.
- b. Incidents which occur outside the University, or via a non-University mechanism (such as social media), may be dealt with under this Regulation.
- c. The Director for the Student Experience may check the University records to ascertain whether the student has committed any previous acts of disciplinary misconduct and may provide that information to those involved in the disciplinary process, if appropriate. The information may not be relied upon as evidence that the student has committed the alleged act of misconduct currently being considered under this Regulation, but it may be taken into account when considering whether it is necessary to impose precautionary action, which disciplinary route to follow and when considering sanctions.

3. Incidents that have been reported to the Police and may lead to criminal charges

- a. If the case is considered a criminal offence and is being investigated by the Police, the University's investigation will usually be paused until the Police investigation is completed. Support measures for students will continue during this time.
- b. The University reserves the right to either suspend or continue with disciplinary action in cases where a police investigation is ongoing, or has been suspended, or discontinued. This will be decided on a case-by-case, in dialogue with the police where appropriate. The University also reserves the right to proceed with the disciplinary process where the student has been acquitted in criminal proceedings.
- c. It should be noted that the police have a 'beyond reasonable doubt' burden of proof and the University uses the civil 'on the balance of probabilities' standard.

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- d. Mediation may be recommended as an option for appropriate

- ii. That some or all of the issues raised appear