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| Student Code of Conduct |
| **2024-2027** |

**Student Code of Conduct**

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# [Summary](#_Summary)

The "Student Code of Conduct" outlines the university's expectations for student behaviour, emphasizing professionalism, integrity, and respect. It includes information about what constitutes non-academic misconduct, detailing unacceptable behaviours such as harassment, discrimination, and misconduct impacting university operations or reputation. The document also signposts to the various procedures for handling misconduct and support resources for affected students. Specific codes of conduct for professional programs and the Edge Hill Students' Union are also highlighted, ensuring all students understand their responsibilities within and outside the university community.

# [Glossary of Terms](#_Glossary_of_Terms)

| **Term** | **Description** |
| --- | --- |
| Student Charter | A document that summarises the responsibilities we have to each other and what they mean in practice. |
| Student | Any individual registered on a programme of study with the University, whatever mode of delivery and location. This also includes students (often referred to as trainees) who are on programmes which can result in a recommendation for Qualified Teacher Status (QTS), and students (often referred to as apprentices) who have chosen to study at the University as part of an apprenticeship programme. |
| Professional, Statutory and Regulatory Bodies (PSRBs) | These are the bodies and organisations which maintain and monitor adherence to professional standards. Some Edge Hill programmes include professional registration and must meet the professional standards of these bodies. Sometimes PSRB standards may override University regulations. If you are a student on a regulated programme, you also are required to meet these standards. This means that any misconduct logged on your record may have consequences for your future professional registration. That is, you may be excluded from or not accepted by a professional body and therefore unable to work in a particular profession. |
| Academic malpractice | An attempt to gain an advantage over other students by the use of unfair and/or unacceptable methods. |
| Partner organisations | Any organisation affiliated with the University (including but not limited to any organisations that have students on placement from the University). |
| Initial Teacher Education (ITE) programmes | ITE refers to the professional education and development of student teachers, preparing them for work in schools and the programmes they offer include opportunities for practical teaching experience. |
| Freedom of Speech | The right to express any lawful opinions without censorship or restraint, covered by a separate policy and code of practice. |

# [Purpose](#_Purpose)

The Student Code of Conduct (“Code”) exists to ensure that students are aware of the University’s expectations in terms of non-academic conduct and behaviour. We are all responsible for ensuring the University is a safe space for everyone. We expect the highest standards of conduct from our students whether on University premises, in professional placement settings, within the wider community or online.

# [Student Code of Conduct](#_Student_Code_of)

## [University Values](#_University_Values)

The Code reflects the University’s Values

*Our values are the strong thread which connects every commitment we make.*

Implicit in our core values is the very real sense that everything we do matters, that as a University, our commitment to our students, our staff and our stakeholders is clear, ethical and unequivocal. Our approach is inclusive, we celebrate diversity and will tirelessly strive to enhance the life opportunities that a good education provides for our students and our communities.

The Edge Hill community will:

* embrace challenge and seize opportunity
* expect and celebrate creativity and excellence
* act responsibly and with integrity
* show determination, resilience, ambition and adaptability
* work together to deliver our Vision

## 2. [Student Charter](#_2._Student_Charter)

Our [Student Charter](https://www.edgehill.ac.uk/document/student-charter/) acknowledges that by working together we can provide an outstanding educational, social and cultural experience which meets the expectations of students and staff. This partnership approach leads to a mutually beneficial environment; one which values the open-minded pursuit of learning, research, opportunity and positive life experiences and requires the commitment of the entire University community. Our Student Charter is therefore underpinned by key documents including this Code.

## 3. [Professionalism](#_3._Professionalism)

Students are, by their nature, representatives of the University community, even at times when they are not studying on campus. This is particularly important when students are attending external events and activities, joining fieldtrips, taking part in work-based learning, or attending placements which are organised by the University. Students are expected to behave with appropriate levels of professionalism for the situation and represent Edge Hill in a positive way.

## 4. [Professional programmes](#_4._Professional_programmes)

The University provides a number of programmes which lead to a professional qualification. As part of the professional requirements of these programmes, students will be expected to demonstrate consistently high standards of personal and professional behaviour and conduct themselves in a way that is consistent with the professional expectations. Students on professional programmes may have additional requirements over and above those set out below. These requirements may be prescribed by the relevant Professional, Statutory and Regulatory Body (PSRB) and if this is the case it will be explained and provided as part of the programme of study. In some cases, this could include a requirement to declare information about your health as well as your character on a regular basis.

Students on Initial Teacher Education ITE programmes in the Faculty of Education should also read the [ITE code of conduct](https://www.edgehill.ac.uk/document/faculty-of-education-ite-code-of-conduct-2024-25/).

## 5. [Edge Hill Students’ Union Members’ Code of Conduct](#_5._Edge_Hill)

Edge Hill Students’ Union (Edge Hill SU) is an independent organisation and as such it has a separate [Code of Conduct](https://www.edgehillsu.org.uk/resources/membership-code-of-conduct-5179) for members. This sets out the expected behaviour of all members and affiliated groups when participating in any activity under the name of Edge Hill SU, both in-person or online.

Any allegations of breaches to the SU Code of Conduct are very likely to also be breaches of this University Code. In cases where concerns are raised to both the University and the SU, teams would work in partnership to determine the appropriate procedures to follow. It may be that either the University’s, the SU’s or both procedures are followed, and this will be determined on a case-by-case basis.

## 6. [General Principles](#_6._General_Principles)

This Code refers to non-academic issues. Academic misconduct is dealt with separately. Information relating to academic misconduct can be found within the Academic Malpractice procedures.

The Code applies to all students regardless of their mode, location or course of study.

## 7. [Good conduct](#_7._Good_conduct)

Good conduct is expected at all times from all members of the community. This includes:

* Behaving professionally and being accountable for your actions and inactions
* Honesty and transparency
* Being polite, considerate and respectful to others
* Respecting the university environment
* Behaving within the law
* Acting ethically and fairly

It is not possible to state every anticipated or expected behaviour. To a degree, common sense would dictate what behaviours would be expected and acceptable within the wider community. However, in line with good practice guidelines from the Office of the Independent Adjudicator for Education (OIA), it is possible to state some specific examples of behaviours or actions that ***would not*** meet with our values and expectations. The examples below would be classified as Non-Academic Misconduct.

## 8. [Non-Academic Misconduct](#_8._Non-Academic_Misconduct)

In broad terms, Non-Academic Misconduct includes:

* Misconduct that interferes with the academic or administrative activities of the University
* Misconduct that has a negative impact on any individual including members of the University community or our partners
* Misconduct that has an impact on the interests and reputation of the University.

Non-academic misconduct can potentially impact:

* The University itself
* A student or employee of the University
* Others visiting, working or studying at the University
* A member of the public
* Partner organisations and their users/members

The University may take action in response to non-academic misconduct regardless of whether this happened:

* Within the University environment / On-campus
* During off-campus activities such as placements and trips (academic and social)
* Whilst studying at partner organisations
* Within the local community or more widely
* Online, including via social media

## 9. [Specific examples of unacceptable non-academic misconduct](#_9._Specific_examples)

Specific examples of unacceptable non-academic misconduct are:-

* Damage to the University’s property or abuse of its facilities.
* Causing a health or safety concern.
* Failure to comply with the University IT Regulations and/or IT [Acceptable Use Policy](https://www.edgehill.ac.uk/document/acceptable-use-policy/).
* Failure to comply with the terms and conditions of the Edge Hill University residential contract.
* Antisocial behaviour including noise or nuisance of any form.
* Causing or threatening to cause harm, injury or mental distress, including where this is caused by controlling or coercive behaviour.
* Any form of bullying, harassment or discrimination (as defined by our Bullying, Harassment or Hate Crime Policy).
* Behaving in a manner that constitutes a hate incident and which is perceived to be motivated by hostility or prejudice.
* Inappropriate, intimidating, abusive or threatening behaviour or language (verbal or written), including online/on social media.
* Compromising the safety of and/or wellbeing of staff, other students, or visitors
* Any form of sexual misconduct (as defined in our Sexual Misconduct Policy).
* Behaviour likely to bring the University into disrepute, such as disruptive behaviour in the community.
* Disrupting, or interfering with, any University activity and preventing or obstructing any member of the University from carrying out their duties or activities.
* Conduct which unlawfully infringes on freedom of speech or academic freedom (as covered in our Freedom of Speech Policy and Code of Practice).
* Distributing or publishing material which is offensive, intimidating, threatening, indecent or illegal, or without following due process.
* Actions likely to cause injury or impair safety.
* Possessing, using or supplying a controlled drug or possession of an offensive weapon.
* Relying on forged, falsified or fraudulent documentation.
* Theft or misappropriation of funds or assets.
* Deception and/or dishonesty.
* Making covert recordings without prior express and written permission.
* Failure to comply with the reasonable requests or instructions of University staff, including to disclose identity.
* Vexatious, frivolous or malicious allegations against others.
* Failure to comply with a previously imposed condition under any University regulation, policy or procedure.
* Inciting others to take action which would reasonably be defined as non-academic misconduct.
* Other behaviour which breaches the regulations which students accept as a condition of enrolment or residential status.
* Any behaviour which may constitute a criminal offence.

This is not an exhaustive list. As an Edge Hill student, an incident can be considered as a breach of the student code of conduct even if the potential case of misconduct relates to something that has occurred in your private life.

## 10. [Procedures and Regulations](#_10._Procedures_and)

All students are required to adhere to the Student Code of Conduct. If any non-academic misconduct is reported or suspected, this could be grounds to instigate processes as described in the [Non-academic](https://www.edgehill.ac.uk/document/student-disciplinary-regulations/) misconduct procedure (and/or another relevant procedure).

Wherea risk assessment determines that it is urgent and necessary to take action, the University may suspend a student, or put immediate conditions in place, until a full investigation can be concluded.

This Code should be read alongside the Non-academic misconduct procedure, and other associated regulations including, but not limited to:

* Fitness to Practise (FTP) Procedures
* Support to Study (StS) Procedures
* Bullying, Harassment and Hate Crime Policy
* Sexual Misconduct Policy
* Student Charter
* Edge Hill Sports Code of Conduct
* Relevant codes of conduct of professional, statutory and regulatory bodies (PSRBs)
* Faculty of Education ITE code of conduct
* Social Media Compliance Policy
* IT Acceptable Use Policy
* Freedom of Speech Policy and Code of Practice

Some Faculties, departments, schools, or courses may have additional charters, codes or documents that students need to consider.

## 11. [Criminal Proceedings](#_11._Criminal_Proceedings)

Non-academic misconduct may be referred to the police if it is potentially of a criminal nature. This would usually be reported by the person affected by the issue, but in some situations the University may make a report directly to the police where they have a duty to do so, or in order to safeguard individuals.

The University encourages any student who believes they have been the victim of an alleged criminal offence to report this to the police, and, if relevant, to the University.

Where alleged non-academic misconduct constitutes a criminal offence, the University may investigate or take disciplinary action whether or not the matter has been referred to the police and whether or not criminal proceedings have begun or been completed.

Students must inform the University of any criminal proceedings, investigations, charges or convictions that they are involved in whilst a student. Details should be sent as soon as possible to [student-casework-team@edgehill.ac.uk](mailto:student-casework-team@edgehill.ac.uk).

A student subject to a criminal investigation must keep the University informed of any progress or change in status of the criminal process.

## 12. [Support for students](#_12._Support_for)

The [Students' Union Advice Centre](https://www.edgehillsu.org.uk/advice) offers free independent advice to all students who are involved in formal procedures including non-academic misconduct.

Wellbeing support is also available from [Student Services](https://www.edgehill.ac.uk/departments/support/studentservices/) to all students who are impacted by non-academic misconduct.

## 13. [Reporting suspected non-academic misconduct](#_13._Reporting_suspected)

If you have an incident of potential non-academic misconduct to report, please do so by contacting the Student Resolution Service - email [studentresolutionservice@edgehill.ac.uk](mailto:studentresolutionservice@edgehill.ac.uk).

# [Key to Relevant Documents](#_Key_to_Relevant)

There are a number of other University policies and procedures that may be relevant to consult when considering this Code of Conduct. These include but are not limited to:-

* [Non-academic misconduct procedure](https://www.edgehill.ac.uk/document/student-disciplinary-regulations/)
* [Academic malpractice - a guide for students](https://www.edgehill.ac.uk/document/academic-malpractice-a-guide-for-students/)
* [Faculty of Education ITE code of conduct](https://www.edgehill.ac.uk/document/faculty-of-education-ite-code-of-conduct-2024-25/)
* [Edge Hill Students’ Union Members’ Code of Conduct](https://www.edgehillsu.org.uk/resources/membership-code-of-conduct-5179)
* [Whistleblowing Policy](https://www.edgehill.ac.uk/wp-content/uploads/documents/whistleblowing-policy-1.pdf)

# [Endmatter](#_Endmatter)

| **X** | **Y** |
| --- | --- |
| Title | Student Code of Conduct |
| Policy Owner | Director of Student Services |
| Policy Manager | Student Services Compliance Officer |
| Approved by | Academic Board |
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