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Student Code of Conduct Policy

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Version Control

Version	Author	Date	Changes
3.1	Team Leader, Student Experience	14/09/2023	Transferred to new template. Minor updates.

1. INTRODUCTION

The purpose of this policy is to promote positive student behaviour that are aligned to college values, which will enhance the wellbeing of students, staff and visitors at the College.

The policy also aims to promote a culture of inclusiveness that respects the diversity of students, staff and visitors at the College.

The policy should be read in conjunction with the guidance and procedures for staff and students relating to the student code of conduct.

2. THE STUDENT AGREEMENT

The Student Agreement is a guide to student's rights and responsibilities whilst they are attending Edinburgh College. It applies to:

- All students on full-time, part-time, commercial, and outreach programmes, including Schools College Partnership (SCP) activities.
- Students representing the College at external events and extra-curricular activities.
- Students on work experience placements as part of an Edinburgh College course.
- Students on residential activities as part of an Edinburgh College course.
- In addition, the Student Agreement applies to students who are undertaking a programme of study which involves registration with any regulating body or other associated organisations. In these instances, 'Fitness to Practice' rules will apply, in addition to this policy.

Link to Student Agreement [HERE](#)

3. DEFINITIONS OF UNACCEPTABLE BEHAVIOUR

Below is a list (not exhaustive) of conduct that are contrary to the Student Agreement and the College's values.

- Disruptive behaviour likely to cause offence or have a negative impact on the learning experience. This includes inappropriate and/or offensive language, particularly in areas where learning/teaching is taking place, excessive noise in areas where classes are being held.
- Smoking or vaping in non- designated areas, and indoors.
- Persistent poor attendance/timekeeping without a valid reason being provided to staff.
- Derogatory/offensive name calling/language.
- Threatening, intimidating or abusive/violent behaviour including online bullying.
- Breach of the College's Acceptable use of IT Policy.
- Online/social media activity that is disrespectful or demeaning to other students and/or staff.
- Students should not expose others to the negative effects of any substance misuse or second-hand smoke (e.g. clothes smelling strongly of cannabis).
- Carrying a weapon, or an item intended to be used as a weapon.
- Bullying and/or harassment.
- Displaying sexual images and/or material likely to cause offence in any form, including on mobile devices.
- Theft and/or damage of property/vandalism.
- Academic malpractice, including plagiarism.
- Failure to adhere to any regulatory body's Code of Conduct, in terms of Fitness to Practice either in College or on placement.
- Breach of Health and Safety policy and procedures.

4. ENSURING ADHERENCE TO THE POLICY

This policy is accompanied by a procedure and guidance document for staff and students.

This document describes how the College will deal with any concerning or serious behaviours.

The key principle underpinning the College's approach is try and resolve matters through informal, restorative practices, rather than formal disciplinary investigations.

However, in some cases it will be necessary to undertake a formal investigation and disciplinary hearings.

Such approaches will be evidence based, objective and impartial, and will provide an opportunity for the student to have representation.

5. LINKED POLICIES & PROCEDURES

- Student Attendance Policy/Procedures
- Safeguarding Policy
- Assessment and Appeals Procedure
- Internal assessment – Guidance and Procedures
- Gender based Violence Policy

6. DIRECTLY-RELATED LEGISLATION

- [Equality Act 2010: guidance - GOV.UK \(www.gov.uk\)](http://www.gov.uk)
- [Data protection: The Data Protection Act - GOV.UK \(www.gov.uk\)](http://www.gov.uk)
- [Children and Young People \(Scotland\) Act 2014 | Together Scotland](http://www.gov.scot)
- [The Human Rights Act | Equality and Human Rights Commission \(equalityhumanrights.com\)](http://equalityhumanrights.com)
- [Health and Safety at Work etc Act 1974 - legislation explained \(hse.gov.uk\)](http://hse.gov.uk)
- [Skills and Post-16 Education Bill: policy summary notes \(publishing.service.gov.uk\)](http://publishing.service.gov.uk)
- [Getting it right for every child \(GIRFEC\) - gov.scot \(www.gov.scot\)](http://www.gov.scot)