

Code of Conduct



General Behaviour

Behaviour on campus

Our campus is a great place to live, work and socialise and it's up to all of us to make sure it stays that way. We want you to have a fantastic time here and to feel happy, safe and secure.

Please act responsibly and encourage others to do so as well, so that we can keep the community a safe place to be.

If any of our students behave in a way that adversely affects the comfort and safety of others on campus, we will take action to protect everyone else.

Unacceptable behaviour includes:

- violence, harassment, making threats or giving verbal abuse;
- possession, use or supply of drugs;
- anti-social behaviour;
- damaging property;
- theft;
- deliberately setting off fire alarms;
- ignoring Health and Safety regulations that exist to protect everyone;
- preventing freedom of speech or freedom of belief within the law on the University campus.

This is not an exhaustive list. More detailed examples can be found in the University's Rules of Student Misconduct in [Senate Regulation 6.19](#). These Rules relate to student conduct both on and off campus, and they continue to apply during and outside term times, throughout the whole of your registration at the University.

The University has formal disciplinary procedures that are used in such cases and these can lead to penalties such as eviction from accommodation, fines, suspension and expulsion from the University.

For more information, including guidance on the **University's Zero Tolerance Policy** on the supply of drugs and possession of weapons, see the Student Misconduct tab.

If you are living on campus, you are also advised to read the [Residences Regulations](#) which set out standards of behaviour for living in halls of residence. The sort of penalties which may be applied if you are found to have breached the Residences Regulations include payment of a fine or compensation, written warnings and formal steps to end your License Agreement.

Smoking on Campus

We operate a total ban on smoking (including e-cigarettes) on all premises, including bars, Halls of Residence, and vehicles.

Smoking is permitted only in open spaces well away (a minimum of four metres) from building entrances and windows.

Living in the Community

All our students are ambassadors for the University, whether they live on or off-campus and how they behave reflects on the University's good name. Living in the local community brings responsibilities – not only maintaining a house and paying bills, but also learning how to live amicably and considerately with your neighbours. For more information, please read our '[Living outside campus](#)' leaflet.

Student Misconduct

Student disciplinary matters

We seek to maintain an environment which is safe and conducive to teaching, learning and research, and which supports the wellbeing of all.

The University has its own Rules of Student Misconduct which are set out in [Senate Regulation 6](#) paragraph 19, and the attached [Student Disciplinary Procedure](#). These Rules relate to student conduct both on and off campus, and they continue to apply during and outside term times, throughout the whole of your registration at the University.

If allegations are made that you have potentially breached any of these rules, action may be taken against you. For example, if the University has received a report that you have behaved in a way that adversely affects the comfort, safety and security of others on campus, or that you have brought the good name of the University into disrepute, a misconduct investigation is likely to start. If the allegations are not dismissed at this stage, they may be investigated further before the matter is decided by the Vice Chancellor's Representative or a Misconduct Panel.

If the allegations of misconduct are upheld against you, the University can impose penalties. These will depend on the circumstances of the case, but can include formal warnings, fines, suspension and expulsion from the University.

[Senate Regulation 6](#) gives full information about the procedures to be followed in the event that disciplinary action is to be taken against you by the University.

You should also be aware that Residences can take disciplinary action against you if you breach the [Residences Regulations](#). Any disciplinary action taken by Residences is separate to action taken by the University, although Residences may refer any incidents of serious or persistently offensive conduct to the University for further action to be taken under [Senate Regulation 6](#).

Impact of disciplinary procedures on academic studies

If you are in your final year of study and an investigation into non-academic misconduct is still continuing when the Board of Examiners considers your marks for an assessment or award, your results and recommendation for award will not be formally confirmed to you until the conclusion of your misconduct case. This could mean that you may not graduate with your peers.

Criminal convictions acquired prior to first enrolment

When you enrol at the University on any undergraduate or postgraduate course you will be asked to complete a Registration Task and answer some questions about any criminal convictions you may have. You will be asked whether you have any unspent criminal convictions, excluding speeding offences. If you answer "yes" to this question, you will then be sent an email asking you to provide further information and explaining what will be done with the information you provide. No conviction information is kept on your student record.

If you are enrolling onto an undergraduate or postgraduate professional course at the University, for example, in teaching, health or social work, you are required to complete a criminal conviction disclaimer and will be asked whether you have any spent and / or unspent criminal convictions, excluding speeding offences which resulted in three points on your driving licence. If you have a relevant offence, you will be asked to provide further information and the matter may be referred to a Convictions Panel.

If you are unsure whether you need to disclose a conviction, you are advised to take independent legal advice. For further information, please refer to the University's [Admissions Policy](#).

If you are a University applicant and you do not disclose a conviction, your offer will normally be withdrawn and your registration will be declared null and void in accordance with the University's [Admissions Policy](#).

Criminal convictions acquired post-admission and for returning students

When you re-enrol at the University each year, you will be asked the same questions as when you first enrol.

If you acquire a relevant criminal conviction following acceptance to the University or after beginning a programme of study, this must be declared to

the University as soon as possible by informing the University's [Investigating Officer](#). Failure to do so may lead to misconduct action under [Senate Regulation 6](#).

Zero tolerance policy on weapons and drug dealing

To ensure that our environment is safe for all students and staff, the University has a zero tolerance policy towards the possession of weapons and drug dealing by students both on and off campus.

If you are found to have been dealing drugs, or intending to deal drugs, or you have been found in possession of a weapon, you will face serious misconduct action. This will almost certainly result in you being expelled from the University, with the possibility that you may not retain any credits already achieved in your academic studies or any award (whether intermediate or final). (See [Senate Regulation 6](#) paragraph 23). These penalties may be applied even if it is your first offence or if you have been found not guilty in a Court of Law.

If allegations are made that you have been dealing or intending to deal drugs or that you have been in possession of a weapon either on or off campus, it is likely that you will be temporarily suspended from your studies or temporarily excluded from coming onto campus for a specified period of time, which can be extended. This action will be taken if you are considered to be a potential or actual threat to the safety, security or good order of the University, its students, staff, services, facilities, functions, its reputation or to members of the public (see [Senate Regulation 6](#), paragraph 8).

In some cases, the University may not be able to progress its own misconduct investigation under [Senate Regulation 6](#) until the outcome of the Police investigation into your conduct and any relevant court proceedings is concluded. This may happen if the University does not have sufficient evidence of its own to progress the case, or if the Police has specifically asked the University not to progress its own misconduct case at that time. In these circumstances, you are likely to be temporarily suspended from your studies and temporarily excluded from campus for a certain period of time, which may be extended.

Your conduct may result in you getting a criminal record, which you will need to disclose to the University in accordance with the University's disclosure policy on criminal convictions.

It is essential that you recognise what is likely to happen to you if you are caught dealing drugs, intending deal drugs or in possession of weapons. University should be a pleasurable and rewarding experience, and everyone deserves to have the best time possible here at Brunel. In strictly observing this policy, the University believes that the campus community will be a safe and secure place to study and socialise.

Term Dates for 2018-19

- Autumn Term: 24 September 2018 to 14 December 2018
- Spring Term: 14 January 2019 to 5 April 2019
- Summer Term: 29 April 2019 to 5 July 2019
- Term 4: 8 July 2019 to 20 September 2019

Enrolment (Week 0)

Otherwise known as Freshers' Week, this time is for registration, induction and orientation programmes for new students: 17 September 2018 to 21 September 2018

University closures

Christmas break: Tuesday 25 December 2018 to Tuesday 1 January 2019 inclusive

Easter break: Wednesday 17 April 2019 to Tuesday 23 April 2019 inclusive



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