Student Code of Conduct



Purpose

The Student Code of Conduct sets out expectations for all students enrolled at UHI and partners. All students are expected to conduct themselves in an appropriate manner to other students, staff and external organisations.

A breach of the Student Code of Conduct will be treated as misconduct and dealt with using the Student Disciplinary Procedure. UHI and partners aim to act reasonably in dealing with alleged or actual student misconduct. We seek to balance the interests of all students, staff, local communities, businesses and other organisations with whom we seek to maintain good relationships.

Conduct that is expected of students

Students are expected to observe the Student Code of Conduct throughout their studies. The Student Code of Conduct applies to behaviour in both physical and online environments. Students are expected:

- + To take responsibility for their own actions and conduct;
- + To behave in a manner that fosters respect and understanding between all members of our community;
- + To act within the law and not to engage in any activity or behaviour that is likely to bring UHI and partners into disrepute;
- + To value the good relationships UHI and partners have with local communities, businesses and other organisations;
- + To avoid behaving or communicating in ways that are likely to cause offence, e.g., using abusive or obscene language or engaging in discriminatory or anti-social behaviour;
- + To treat all UHI and partner property with care;
- + To comply with requests of members of staff;
- + To adhere to health and safety policies and protocols (including fire alarms) and to comply with any temporary changes during maintenance and repairs

Reporting suspected breaches of the Student Code of Conduct

Students can report suspected breaches of the Student Code of Conduct to any member of staff. Should the report be of a personal or sensitive nature, students can discuss the issue with a member of staff they trust or speak to a representative from the Highlands and Islands Students Association (HISA).

Students should remember that making vexatious or malicious allegations is a breach of the Student Code of Conduct.

Action that will be regarded as misconduct

The table below sets out examples of behaviour that will be regarded as misconduct. These behaviours could be verbal, physical or written, in person or online. The list is not exhaustive and action may be brought against other unacceptable behaviours. Where there are reasonable grounds for suspicion that a student has breached the Student Code of Conduct, staff can take appropriate action to investigate.

People	eople		
Disciplinary Offence	Examples of misconduct		
Physical Misconduct	+ Use of weapons		
	+ Punching		
	+ Kicking		
	+ Slapping		
	+ Pulling hair		
	+ Biting		
	+ Spitting		
	+ Pushing		
	+ Shoving		
Sexual Misconduct,	+ Sexual intercourse or engaging in a sexual act without consent		
Gender Based	+ Attempting to engage in sexual intercourse or engaging in a sexual act		
Violence and	without consent		
Indecency	+ Sharing private sexual materials of another person without consent		

	+ Kissing without consent
	+ Touching inappropriately through clothes without consent
	+ Inappropriately showing sexual organs to another person
	+ Repeatedly following another person without good reason
	Making unwanted remarks of a sexual nature
	+ Stalking
	+ Harassment or any unwanted conduct which has the purpose or effect of
	violating the dignity of an individual, or creating an intimidating, hostile,
	degrading, humiliating or offensive environment for them, relating to their
	gender, sexual orientation or gender identity (also refer to section below on
	gender based violence) ·
	+ Engaging in any sexual acts in UHI or partner premises (excluding halls of
	residence)
Abusive, Threatening	+ Carrying of weapons
and Intrusive	+ Threats to hurt another person
Behaviour	+ Radicalisation of others or sharing information related to extremism
	+ Abusive comments relating to sex, sexual orientation, religion or belief, race,
	pregnancy/maternity, marriage/civil partnership, gender reassignment,
	disability or age
	+ Bullying or victimisation (including cyber bullying)
	+ Acting in an intimidating or hostile manner
	+ Use of inappropriate language
	+ Repeatedly contacting another person (by phone, email, text or on social
	media) against the wishes of the other person
	+ Vexatious or malicious allegations
	+ Unauthorised audio or video recording of staff or students without their
	knowledge and/or consent
Alcohol, Controlled	+ Supplying or being involved in the supply of controlled substances or
Substances and	nonprescribed medication
Prescription	+ Supplying or being involved in the supply of alcohol to minors or areas
Medication	where there is an alcohol ban
	+ Use of controlled substances on any campus
	+ Consume alcohol at any time prior to taking part in practical activities
	+ Failure to advise staff of using prescription medication where side effects
	could pose a risk to the student, other students or staff
Academic Misconduct	+ Collusion: working with others to complete an assessment when an
	assessment must be completed by individual students
	+ Copying from another student (including using ICT to do so)
	+ Frivolous content – producing content that is unrelated to the assessment in
	question
	+ Offensive content such as the inclusion of inappropriate, offensive,
	discriminatory or obscene material in assessment evidence
	+ Inappropriate behaviour during an assessment that causes disruption to
	others
	+ This includes shouting and/or aggressive behaviour or language

	+	Plagiarism: failure to acknowledge sources properly (including self-
		plagiarism), and/or the submission of another person's work as if it were the
		student's own.
	+	Cheating: normally through the use of unauthorised aids.
	+	Being in possession during an assessment of unauthorised materials
		including (but not limited to) mobile phones, MP3 players, notes.
	+	Falsification or fabrication of data
	+	Impersonation e.g., pretending to be someone else
	+	Academic misconduct will normally be investigated through the relevant
		Academic Misconduct procedure. Incidents may also be investigated under
		the Student Disciplinary Procedure, e.g., if they involve unauthorised use of
		property, threatening behaviour etc.
	+	Academic misconduct may result in UHI and/or partners making a report to
		an external awarding body or Professional, Statutory and Regulatory Bodies

(PSRB)

Property		
Disciplinary Offence	Examples of Misconduct	
Damage to property	+ Causing any damage to property belonging to UHI and/or partners, including	
	staff and student property	
Unauthorised Taking	+ Unauthorised entry onto or unauthorised use of UHI and/or partner premises	
or Use of Property	 Taking property belonging to another without permission 	
	+ Misuse of UHI and/or partner property (e.g., computers, workshop and	
	laboratory equipment)	
Causing A Health or	+ Behaviour or act causing a health or safety concern to people, animals or	
Safety Concern	the environment	
	+ Act/omission/negligence that caused or could have caused harm on UHI	
	and/or partner premises or during activities (for example, interfering with fire	
	safety equipment, smoking cigarettes or vaping in non-designated areas,	
	misuse of equipment, not following safety protocols)	

Organisation	ganisation		
Disciplinary Offence	Examples of Misconduct		
Operational	+ Acts/omissions/statements intended to deceive UHI and/or partners or to		
Obstruction	conceal the misconduct of others		
	+ Disruption of the activities of UHI and/or partners (including academic,		
	administrative, sporting and social)		
	+ Disruption of or interference with the functions, duties or activities of any		
	student or employee or any authorised visitor to UHI and/or partners		
	+ Fraud, forgery, unauthorised use of funds, financial impropriety, including		
	activity related to student support funds, fee waivers, research funds,		
	scholarships etc.		
	+ Bribery / attempted bribery		
	+ Breach of the Persistent and Vexatious Complaints Policy (or equivalent)		

Reputational Damage	+ Behaviour which has caused damage, could have caused damage or may
	cause damage to the reputation of UHI and/or partners

Gender Based Violence

Gender based violence (GBV) is a function of gender inequality and is normally an abuse of male power and privilege. It takes the form of actions that result in physical, sexual and psychological harm or suffering or affront to human dignity, including threats of such acts, coercion or arbitrary deprivation of liberty, whether occurring in public or private life.

While it is acknowledged that gender based violence mostly affects women and that predominantly men are the perpetrators, it may impact individuals of any age, gender, sexual orientation, faith or ethnicity.

- + Domestic abuse (including coercive control)
- + Stalking
- + Harassment or any unwanted conduct which has the purpose or effect of violating the dignity of an individual, or creating an intimidating, hostile, degrading, humiliating or offensive environment for them, relating to their gender, sexual orientation or gender identity.
- + Rape and sexual assault
- + Child and childhood sexual abuse
- + Commercial sexual exploitation, including prostitution, pornography and trafficking
- Female genital mutilation
- Forced and child marriages
- + Abuse by other family members, so called 'honour-based' and dowry-related violence crimes
- + Threats of such acts, coercion or arbitrary deprivation of liberty, whether occurring in public or private life

Gender based violence is not condoned by UHI or partners. We are committed to working in partnership with relevant local organisations to support victims of gender based violence, including assisting victims to report suspected crimes to the police. Allegations or incidents of gender based violence may also be treated as a breach of the Student Code of Conduct and relevant procedures followed.

Precautionary Action

In the event of an allegation of misconduct, a student may be excluded until the investigation is completed if there is risk of harm to themselves, other students or staff.

During this time they will be able to continue to study remotely and will receive any student support funds they are entitled to. This precautionary action is not a punishment but is intended to protect the interests of all parties.

Disciplinary Action

Following an investigation disciplinary action that may be applied include, but are not limited to: written apology to the aggrieved party; compulsory attendance at a workshop/coaching session; restrictions/conditions on attendance; verbal warning; written warning; fines for wilful damage, theft or nonreturn of equipment; exclusion from the course; deregistration (postgraduate research students); removal of university award; permanent exclusion from UHI and all partners.

The disciplinary action applied will be proportionate and take full account of the individual circumstances of the misconduct.

Multiple or repeated incidents of misconduct may be more serious than a single act of misconduct, and previous incidents may be taken into account when determining what disciplinary action should be applied.

Depending on the disciplinary action applied, students risk losing entitlement to student support funds and may be liable to pay their tuition fees in full.

Alleged misconduct which may constitute a criminal offence

Where alleged misconduct may constitute a criminal offence, UHI and partners will use the following principles:

- 1) The criminal process will take priority and any internal disciplinary procedure will be suspended until further guidance is received from the police.
- 2) Precautionary action will be considered using the Safeguarding Procedures. This involves a risk assessment which may result in reasonable and appropriate action being taken e.g. imposition of conditions, exclusion from some or all, UHI and/or partner premises, and/or removal of access to services.
- 3) Where necessary, appropriate support will be provided to all parties involved in the incident.
- 4) Irrespective of the outcome of the criminal process, UHI and/or partners may consider the alleged misconduct as an internal disciplinary matter.

With respect to 4), where a student is convicted of or cautioned or warned for a criminal offence, this may be relied upon as evidence in any disciplinary proceedings provided that the circumstances leading to that conviction are directly relevant to the allegation. Any sentence or order pronounced by a court may be taken into account in the imposition of any sanction.

Professional Standards and Fitness to Practise

Students on courses accredited by a Professional, Statutory and Regulatory Bodies (PSRB) are also subject to the professional standards and/or Codes of Conduct issued by the PSRB. The student will be advised if this is applicable at the start of their course.

Any breach of the Student Code of Conduct or professional standards may be reported directly to the PSRB and/or trigger a Fitness to Practise procedure.

This may lead to a student being withdrawn from their course, dismissed from their job, barred from employment in that profession, and/or a criminal investigation.

Thank you Tapadh leibh