



The College of
Animal Welfare

Student Behaviour Policy

Reviewed October 2018

Purpose

The College of Animal Welfare aspires to create a learning environment where all students enjoy their experience at College and in placement are able to maximise their potential through their programme. We expect all students to demonstrate a professional and mature approach to peers, the college team and colleagues in the workplace. You should respect the opinions and rights of others at all times. The College of Animal Welfare embraces diversity and believes that every individual has the right to work and study in an environment which is free from discrimination and that promotes a highly effective learning environment.

In order to promote this ethos, the college has adopted the following values:

- A spirit of co-operation and understanding between all students and staff based on mutual respect and trust
- An environment that is built on tolerance and openness within high professional standards
- A commitment to dealing with oppressive behaviour, harassment or bullying
- A culture where diversity is celebrated and all students and staff are valued equally
- An environment of equality of opportunity that encourages an understanding and appreciation of the needs of others
- All students, staff and partners have responsibility to act in a way which supports and promotes these values.

General Principles

- Students are expected to behave in a courteous and respectful manner to fellow students, staff and members of the outside community.
- Students are expected to observe all lawful regulations i.e. Health & Safety
- Students are expected to follow directions relating to their attendance and studies as given by staff at the College.
- Students should always show respect to the environment (classrooms, equipment/facilities with care).
- Poor behaviour will not be tolerated and the College's Disciplinary Procedure may be invoked.

- Any behaviour that constitutes a criminal offence will not be tolerated.
- Any behaviour that damages the good name of the College or brings the College into disrepute will not be tolerated.
- Students following a programme leading directly to a professional qualification or to the right to practise a particular profession that renders that person not to be fit to be admitted to and practise that profession or calling will be subject to a separate **'Fitness to Practise'** panel which will consider any issues.
- Harassment and bullying can take a variety of different forms ranging from repeatedly ignoring a fellow student or subjecting them to unwelcome attention, to intimidation, humiliation, ridicule or offence.
- More extreme forms of harassment and bullying include physical threats or violence. Harassment and bullying may consist of a single incident or a series of incidents. Harassment and bullying behaviour may not always be intentional, but is always unacceptable, whether intentional or not. Differences in individuals' attitude, background or culture can mean what is perceived as harassment by one individual may not seem so to another.
- Every individual has a responsibility to behave in a way that is not offensive or likely to cause injury or offence to others.
- Every individual has a responsibility to acknowledge that the views and opinions held by others may not always coincide with their own; such differences are unlikely to constitute harassment however the failure to acknowledge them could.
- Each individual has a responsibility to behave professionally and responsibly when offline and online and to ensure that they do not contravene any internet or social media policy set out by the College, awarding body or professional body.
- Students are expected:
 - To arrive on time for lectures, tutorials and meetings with staff
 - Not to use mobile telephones for accessing social media, messaging, calls or any activities unrelated to the lecture
 - Not to use other electronic devices for purposes other than that outlined by the lecturer
 - To engage fully in the session and participate in all planned activities included within the lesson
 - Wear student ID badges where they are visible at all times within the classroom and whilst on college premises
 - Not to be disruptive, including talking to other students during lectures, planned activities and tutorials unless as part of a discussion/activity instigated by the lecturer
 - Not to eat during lectures/in the learning environment

- To refrain from using offensive language at all times when in the College environment or representing the College, taking into consideration other people in the environment
- Comply with all College policies
- To update their term time and permanent addresses within 7 days by accessing the College VLE (enrolment /induction section)
- To attend any investigatory or disciplinary meeting that may be called. (Students are entitled to be accompanied by a student of their choice or a work colleague. Any other representative is not normally allowed without express permission from the Chair of the disciplinary panel

Consequences and possible actions

Students, whose behaviour is considered inappropriate, may be asked to leave the planned activity/session and this incident will be reported to their personal tutor and Head of Programme/School.

Depending on the circumstances of the incident(s), action may be taken against the individual under the College’s Student Disciplinary Procedure and/or Fitness to Practise Panel.

Under no circumstances should any student be under the influence of a substance, alcohol or chemical whilst at College or representing the College e.g. work placement

Students are expected to abide by relevant Code of Professional Conduct (if applicable) and Fitness to Practise Code.

No derogatory comments are to be made about any student or professional colleague, including on social networking sites.

Declaration to be signed by the student:

I have read the information within this document and agree to adhere to the terms listed. I understand that breach of these terms may result in disciplinary proceedings, referral to the Fitness to Practise panel or exclusion.

Name:		Course:	
Signature:		Date:	