

# Student Code of Conduct

<b>Revision number:</b>	
<b>Applicable from:</b>	01/09/2019
<b>Approved by:</b>	Academic Council
<b>Date of approval:</b>	05/06/2019
<b>Date of next review:</b>	June 2020
<b>Scope of policy (audience):</b>	Staff, students and prospective students
<b>Policyholder:</b>	Head of Registry
<b>Contact:</b>	<a href="mailto:policies@lcm.ac.uk">policies@lcm.ac.uk</a>
<b>Alternative formats:</b>	audio, large font – on request

## Contents

Introduction .....	1
Behaviour that is expected of students .....	2
Behaviours that will be regarded as misconduct.....	2
Useful documents and links .....	3

Introduction
<p>Leeds College of Music is committed to providing a high quality learning and teaching experience for all students. This can only be achieved if members of the conservatoire community live and work beside each other in an environment that promotes respect.</p> <p>Students of the conservatoire are expected to conduct themselves at all times in a manner that demonstrates respect for the conservatoire, its students and staff, and members of the wider community. Every student is an ambassador for the conservatoire and, accordingly, is expected to behave in a way that enhances its reputation.</p> <p>Allegations of student misconduct in relation to the behaviours set out in the Student Code of Conduct will be considered in accordance with the conservatoire’s <i>Student Conduct and Disciplinary Policy</i>.</p> <p>Academic misconduct does not fall within the scope of the Student Code of Conduct or the Student Conduct and Disciplinary Policy. Issues of academic misconduct are addressed through the University of Hull’s <i>Regulations governing Academic Misconduct</i>. Similarly, the Student Code of Conduct and the Student Conduct and Disciplinary Policy do not cover staff conduct towards students. Complaints about the conduct of a member of staff at Leeds College of Music should be made via the conservatoire’s <i>Complaints Policy</i>.</p>

## Behaviour that is expected of students

On site, in student accommodation where we have a legal agreement with the landlord (currently Joseph Stones House and One Mill Street), and on study visits, placements and other learning and assessment activities, the conservatoire expects students to:

- Behave in a responsible manner that will help to foster mutual respect and understanding between all members of the conservatoire community;
- Act within the law and not engage in any activity or behaviour that is likely to bring the conservatoire into disrepute;
- Behave and communicate in ways that do not unreasonably offend others (e.g. using abusive or obscene language or engaging in any form of discriminatory or anti-social behaviour);
- Treat with respect everyone with whom they come into contact, whether within the conservatoire or outside;
- Treat all conservatoire property with respect;
- Comply with the requests of members of staff;
- Adhere to the conservatoire's health and safety policies and procedures;
- Observe fire alarms and related procedures and evacuate buildings when alarms sound.

Off site, the conservatoire expects students to:

- Help to support the conservatoire's positive relationship with local communities in the way that they conduct themselves in the surrounding area;
- Be considerate of their neighbours, especially in relation to noise levels and rubbish;
- Act within the law and not engage in activity or behaviour that is likely to bring the conservatoire into disrepute.

## Behaviours that will be regarded as misconduct

In the context of the Student Code of Conduct and the Student Conduct and Disciplinary Policy, Leeds College of Music defines student misconduct as the improper interference, in the broadest sense, with the proper functioning or activities of the conservatoire, or those who work or study in the conservatoire, or action which otherwise damages the conservatoire.

The forms of inappropriate conduct set out below are examples of student misconduct that are likely to lead to disciplinary action under the Student Conduct and Disciplinary Policy. This list is not exhaustive.

- Lending of a student ID card to another student or other third party;
- Breaches of the Library Regulations for Internal Users;
- Breaches of the Core IT Policies and Procedures;
- Breaches of any other codes, policies or regulations adopted by the conservatoire;
- Falsification of evidence used to support a mitigating circumstances claim;
- Obstruction or interference with the normal function or duty of other students, members of staff or a third party;
- Unfair and disrespectful treatment of other students, members of staff, or a third party;

- The misuse of any conservatoire facilities or property;
- Unauthorised removal of conservatoire property or equipment from the premises;
- Intentional or reckless damage to conservatoire facilities or property;
- Bullying, harassment, or victimisation of other students, members of staff, or a third party;
- Sexual misconduct involving other students, members of staff or a third party;
- Violent, threatening or offensive behaviour towards another student, member of staff, or third party;
- Action likely to cause injury or impair safety to oneself or others;
- Any conduct that constitutes a criminal offence, affects other members of the conservatoire community, or damages the reputation of the conservatoire;
- Any other act or behaviour that may be reasonably interpreted as misconduct, and which does not have an equivalent example above.

Instances of misconduct relating to the treatment of other members of the conservatoire community will also be considered if they take place via email, written communication or via social media.

#### Useful documents and links

- [Student Conduct and Disciplinary Policy](#)
- [Complaints Policy](#)
- [Leeds College of Music Quality Handbook](#)