The Queen's Foundation Code of Conduct

Scope:

This code of conduct applies to all students studying at the Queen's Foundation. It applies whether a student is on campus or not, or whether a student is on a designated Queen's activity or not.

Related policies or codes:

- Harassment and Bullying
- Equality
- Assessment Malpractice
- Safeguarding Policy and Procedure
- Fitness to Study
- Acceptable Use and Guidance- ICT

Students being sponsored for ministry are expected to comply with similar codes relating to their sponsoring church. These codes may become determinative within the Church's fitness to practice procedures.

The Code of Conduct

1.   All students are expected to behave with honesty and integrity.

Examples that would be considered to fail to comply with this might include:

- Acting unethically e.g. not seeking ethical approval for certain research or repeated plagiarism or using another's work as one's own.
- A failure to provide accurate and up to date information, e.g. not declaring criminal convictions previous to or obtained during study; not reporting non-attendance and providing reasons.
- Disclosing to third parties private or sensitive information without consent, or using such information for personal advantage or to the detriment of a third party.
- Theft or wilful damage to the property of others or the fabric and environment of the campus.

2.   All students are expected to behave with respect and courtesy toward others.

Examples that would be considered to fail to comply with this might include:

- Harassment, bullying, or violence toward others.
- Disrespectful or discourteous behaviour to others, demeaning other's views, appearance, or choices, undermining the efforts of other students or staff.
- Using language or imagery (eg, blasphemous, racial or sexual terms) that is likely to offend others or which is likely to incite contempt or hatred of others.
- Failing to maintain appropriate boundaries in personal issues or not being aware of one's impact on others.

The Queen's Foundation Code of Conduct

3.   All students are expected to take personal responsibility for their actions and behaviour

Examples that would be considered to fail to comply with this might include:

- Not taking responsibility for one's own learning, not employing reasonable diligence in conducting work according to guidance and study hours.
- Engaging in actions or speech that are likely to bring Queen's into disrepute, whether on the campus or in social media or in other public spaces.
- Ignoring feedback from tutors/supervisors or failing to seek advice where needed.
- Ignoring or disregarding the rules, regulations or processes required by Queen's or by partner bodies – e.g. a placement host or a link church.
- Using pseudonyms or anonymity to express views that are offensive.

3.   All students are expected to contribute to a safe and hospitable environment

Examples that would be considered to fail to comply with this might include:

- Acting in a way that jeopardises the health or safety of others.
- Abuse of alcohol or drugs.
- Failing to report unethical or unsafe behaviours in others.
- Sharing confidential information inappropriately or without permission.
- Taking advantage of others e.g. putting pressure on others to lend money or give support, making excessive demands on others to give assistance in studies or tasks.

We will assist you in meeting these expectations by:

- Having clear procedures in place for reporting concerns or problems, and signposting these clearly in induction and handbooks.
- Having clear guidance available for specific expectations, e.g. on good academic practice in referencing, or behaviour in classes.
- Providing tutorial and chaplaincy support where you can seek advice and guidance.
- Facilitating community meetings, cell groups and other shared spaces in which issues of behaviour and conduct can be discussed.
- Always seeking to be honest and transparent with you if there are concerns about your conduct.