



Student Code of Conduct

Policy owner:	Deputy Head of Academic Services (Compliance and Casework)
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Related policies:	Safeguarding Policy (Regulations Handbook , Section 5.9)
Related procedures:	Non-Academic Misconduct Policy and Disciplinary Procedure (Regulations Handbook , Section 5.3a)

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Version History

Version	Approved by	Revisions made	Date



1. Purpose

- 1.1 The University of Buckingham (“the University”) is committed to creating and maintaining a safe, welcoming and inclusive learning and social environment that nurtures a culture where the leaders, thinkers and achievers of the future can flourish. To create and maintain a culture that supports this, all students as members of the community are required to adhere to the behaviours outlined in this Code of Conduct (“the Code”) and all University regulations, policies and procedures.
- 1.2 All students are expected to behave professionally and appropriately to their fellow students, members of staff and members of the local community, and not engage in behaviour which could impede the normal operations of the University or damage the University’s facilities and premises. In return all students have the right to expect to be treated professionally and appropriately and not have their learning or participation impeded.

2. Scope

- 2.1 This Code applies to all students (in person and virtual environments), on all University premises, and when representing the University beyond campus locations.
- 2.2 Any breaches of the Code may be considered under the [Non-Academic Misconduct Policy and Procedures](#). A transparent overview of the Non-Academic Misconduct Procedure is available in the Regulations Handbook, outlining student rights, timelines, and access to support. ([Regulations Handbook](#), Section 5.3a).
- 2.3 Concerns relating to the following areas have separate policies and procedures:
- Behaviour of a member of staff ([Disciplinary Policy](#))
 - [Academic Integrity and Misconduct Policy and Procedures](#)
 - Public Interest Disclosure ([Whistleblowing Policy](#))

3. Relationship with other policies and legislative context

- 3.1 The Code of Conduct and accompanying Non-Academic Misconduct Procedure is informed by a collection of legislation and guidance, including:
- [Counter-Terrorism and Security Act 2015](#)
 - [Data Protection Act 2018](#)
 - [Equality Act 2010](#)
 - [Office of the Independent Adjudicator](#)
 - [Protection of Freedoms Act 2012](#)
 - [Sexual Offences Act 2003](#)
 - [Safeguarding Vulnerable Groups Act 2006](#)
- 3.2 This Code of Conduct and accompanying Non-Academic Misconduct Procedure also takes into consideration, and is in compliance with, the following University regulations, policies and/or procedures:
- [Dignity at Work and Study Policy](#)
 - [Data protection policy](#)
 - [Drugs, Alcohol and Other Substances Policy](#),
 - [Equal opportunities statement](#)
 - [Equality and Diversity Policy \(Compliance Handbook, Section 5.2\)](#)
 - [General Regulations for Students of the University](#)
 - [Library Rules](#)



- Mental Health Policy ([Regulations Handbook](#), Section 5.11a)
- [Use of University Computers and Data Networks Policy](#)
- [Prevent](#)
- Safeguarding Policy ([Regulations Handbook](#), Section 5.9)
- [Social Media Policy](#)
- [Staff and Student Policy](#)

4. Student Code of Conduct

4.1 The University expects all students to adhere to the following:

- Treat fellow students, members of staff and visitors to the University in a professional and considerate manner.
- Express views, whether in person, in print or online, in a manner that does not create an environment that is intimidating, hostile, degrading, humiliating or offensive.
- Students are expected to engage responsibly in digital and online spaces, in line with the University's Social Media Policy.
- Act responsibly with regard to the University's and others' physical and personal spaces, physical and intellectual property and private information.
- Be considerate and respectful to the community surrounding the campus and in particular with regard to noise levels, disposal of rubbish and parking.
- Behave in such a manner as to not interfere with the normal operations of the University or impair engagement or participation in learning, teaching or research.
- Act in such a way as to support the work of the University and uphold its reputation.
- Cooperate with members of staff and University contractors.
- Adhere to all applicable University rules, regulations, policies, procedures and codes.
- Comply with the University's health and safety rules and regulations.

5. Responsibility

5.1 All Students are responsible for:

- Making themselves familiar with the Code of Conduct and Non-Academic Misconduct Procedure.
- Engaging fully and appropriately with any request made by staff engaged with implementing the Code of Conduct and Non-Academic Misconduct Procedure.



5.2 All Staff, Contractors and Visitors are responsible for:

- Making themselves familiar with the Code of Conduct and Non-Academic Misconduct Procedure.
- Engaging fully and appropriately with any request made by staff engaged with implementing the Code of Conduct and Non-Academic Misconduct Procedure.

5.3 Deputy Head of Academic Services (Compliance and Casework)

5.3.1 They are responsible for:

- Overseeing reviews and updates of the Code of Conduct and Non-Academic Misconduct Procedure and supporting documentation to ensure the process complies with OIA expectations and meets student needs.
- Appointing investigators and decision makers.
- Ensuring compliance with the Code of Conduct and Non-Academic Misconduct Procedure for all student casework eligible under this procedure.
- Monitoring casework in terms of timeframes and outcomes to ensure consistent decision making.
- Ensuring fairness and impartiality, including actively identifying and managing conflicts of interest.

5.3.2 The Deputy Head of Academic Services (Compliance and Casework) oversees the Student Casework Team. Any of the responsibilities of the Deputy Head of Academic Services (Compliance and Casework) as described in this procedure can be delegated to another member of the Student Casework Team.

5.4 Investigator

5.4.1 The appointed Investigator is responsible for:

- Undertaking a thorough, fair and prompt investigation into any reported breaches of the Code of Conduct in line with the expectations of the Non-Academic Misconduct Procedure.
- Raising any concerns about conflicts of interest as soon as noted, such as having any involvement in any capacity with the student(s) being reported.
- Undertaking periodic training.

5.5 Decision Maker

5.5.1 The appointed decision maker is responsible for:

- Undertaking a thorough and fair review of the collated evidence in light of the Code of Conduct and expectation set out in the Non-Academic Misconduct Procedure.
- Ensuring decisions are made promptly and without bias or perceived bias.
- Raising any concerns about conflicts of interest as soon as noted, such as having any involvement in any capacity with the student's part of the investigation.
- Undertaking periodic training.



5.6 Non-Academic Misconduct (NAMP) Procedure

- 5.6.1 The Non-Academic Misconduct (NAMP) procedure is designed to provide students with a full and fair investigation of potential non-academic misconduct. Minor incidents will normally be addressed by the Student Casework team, who will advise students on the purpose, format and length of the investigation. This is normally within 15 days from the date the misconduct is reported.

Cases of major misconduct will be investigated by the [Student Casework team](#) and addressed by a Disciplinary Panel. The whole process could take up to 35 days. If a conflict of interest is identified and deemed to be significant (potential bias), the staff member(s) will be asked to step back from the proceedings and alternative arrangements will be made.

Cases will be considered on the test of reasonableness, and students will always be kept informed and supported throughout (by the Student Casework team and, where appropriate, the [Wellbeing Hub](#)). Any sanctions applied will be appropriate and proportionate, and students will have the right to appeal.

5.7 Student Support

- 5.7.1 Students engaged in the Student Conduct process are entitled to seek support throughout the proceedings. They may request advice or representation from the Students' Union, which shall provide guidance on their rights and responsibilities and, where appropriate, may accompany them to hearings. Students shall also be entitled to access support from the [Wellbeing Hub](#), which may provide wellbeing assistance, corroborate claims, and submit evidence relating to wellbeing concerns.

In addition, students may seek advice from external unions or professional associations (e.g. British Medical Association). Such bodies may act in an advisory capacity but will not be permitted to represent students directly in the process. Students may also obtain independent legal advice.

6. Definitions

- **Considerate** - Careful not to inconvenience or harm others
- **Degrading** - Causing someone to feel degraded, or to lose self-respect
- **Hostile** - Showing or feeling opposition or dislike
- **Humiliating** - Making someone feel ashamed and foolish by injuring their dignity and pride.
- **Intimidating** - Having a frightening, overawing, or threatening effect.
- **Offensive** - Causing someone to feel resentful, upset or annoyed
- **Professional** - Relating to or belonging to a profession.
- **Respectful** - Feeling or showing deference and respect.
- **Student** - A currently registered student or student who has left the University within the preceding three months.