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SECTION FOUR: GUIDELINES FOR APPLICATION OF SANCTIONS

DISCIPLINARY OFFENCE	EXAMPLES OF UNACCEPTABLE BEHAVIOUR	EXAMPLES OF SANCTIONS	RESPONSIBILITY FOR IMPOSING SANCTION
Harassment and Bullying	<ul style="list-style-type: none"> • Unwanted physical contact, causing injury: <ul style="list-style-type: none"> ○ Punching ○ Pushing ○ Shoving ○ Grabbing ○ Kicking ○ Slapping ○ Biting ○ Pulling hair • Offensive or intimidating comments or gestures • Repeatedly following another person without good reason • The intentional hurting of one person or group by another person or group via physical, verbal, non-verbal or psychological means 	<ul style="list-style-type: none"> • Expulsion • Suspension/exclusion • Restrictions/conditions 	University Disciplinary/Fitness to Practise Committee Dean of faculty to which the student belongs
	<ul style="list-style-type: none"> • Likely to cause injury but didn't by: <ul style="list-style-type: none"> ○ Pushing ○ Shoving ○ Pulling hair 	<ul style="list-style-type: none"> • Formal warning • Written apology 	Dean of faculty to which the student belongs

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	<ul style="list-style-type: none"> • Offensive or intimidating comments or gestures • Repeatedly following another person without good reason • The intentional hurting of one person or group by another person or group via physical, verbal, non-verbal or psychological means 		
Abusive Behaviour	<ul style="list-style-type: none"> • Threats to hurt another person • Engage in any activity or behaviour which contravenes the University's Strategic Equality Plan or Dignity at Study/Dignity at Work policies, including acts of racial hatred, non-violent extremism, violent extremism and/or terrorism including radicalising or drawing others into such activities/behaviours and abusive comments relating to an individual's sex, sexual orientation, religion or belief, race, pregnancy, marriage/civil partnership, gender reassignment, disability or age • Acting in an intimidating and hostile manner • Repeatedly following another person without good reason • Malicious or vexatious allegations against other members of the University community causing a significant effect 	<ul style="list-style-type: none"> • Expulsion • Suspension/exclusion • Restrictions/conditions 	University Disciplinary/Fitness to Practise Committee Dean of faculty to which the student belongs
	<ul style="list-style-type: none"> • Malicious or vexatious allegations against other members of the 	<ul style="list-style-type: none"> • Formal warning • Written apology 	Dean of faculty to which the student belongs

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	<p>University community causing a minor effect</p> <ul style="list-style-type: none"> • Use of inappropriate language • Repeatedly contacting another person (by phone, email, text or on social networking sites) against the wishes of the other person • Repeatedly following another person without good reason 		
Damage to Property	<ul style="list-style-type: none"> • Maliciously or wilfully causing significant damage to University property or the property of students or employees of the University or visitors to the University 	<ul style="list-style-type: none"> • Expulsion • Suspension/exclusion • Restrictions/conditions • Charges - requirement to make good the damage caused at their expense 	<p>University Disciplinary/Fitness to Practise Committee Dean of faculty to which the student belongs</p>
	<ul style="list-style-type: none"> • Causing minor damage to University property or the property of students or employees of the University or visitors to the University 	<ul style="list-style-type: none"> • Formal warning • Written apology 	<p>Dean of faculty to which the student belongs</p>
Unauthorised Taking Or Use Of Property	<ul style="list-style-type: none"> • Unauthorised entry onto or unauthorised use of University premises • Taking another's property without their consent • Taking unauthorised recordings and uploading them to social media with significant effect 	<ul style="list-style-type: none"> • Expulsion • Suspension/exclusion • Restrictions/conditions 	<p>University Disciplinary/Fitness to Practise Committee Dean of faculty to which the student belongs</p>
	<ul style="list-style-type: none"> • Misuse of University property (for example computers and laboratory equipment) • Taking another's property without their consent 	<ul style="list-style-type: none"> • Formal warning • Written apology 	<p>Dean of faculty to which the student belongs</p>

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	<ul style="list-style-type: none"> • Taking unauthorised recordings and uploading them to social media with minor effect 		
Causing A Health Or Safety Concern	<ul style="list-style-type: none"> • Act/omission that did cause or could have caused serious harm on University premises or during University activities (for example, disabling fire extinguishers or possessing/supplying controlled drugs) • Carrying potential weapons, for example knives, whilst on a university campus. 	<ul style="list-style-type: none"> • Expulsion • Suspension/exclusion • Restrictions/conditions 	University Disciplinary/Fitness to Practise Committee Dean of faculty to which the student belongs
	<ul style="list-style-type: none"> • Act/omission that did cause or could have caused a health and safety concern on University premises (for example, smoking cigarettes in non-designated areas) • Carrying potential weapons, for example knives, whilst on a university campus. 	<ul style="list-style-type: none"> • Formal warning • Written apology 	Dean of faculty to which the student belongs
Operational Obstruction	<ul style="list-style-type: none"> • Acts/omissions/statements intended to deceive the University¹ • Disruption of the activities of the University (including academic, administrative, sporting and social) on University premises or elsewhere • Disruption of the functions, duties or activities of any student or employee of the University or any authorised visitor to the University • Bribe or attempt to bribe a member of university staff 	<ul style="list-style-type: none"> • Expulsion • Suspension/exclusion • Restrictions/conditions 	University Disciplinary/Fitness to Practise Committee Dean of faculty to which the student belongs

¹ When an act is committed to gain admission to the University, eg falsification of documents, where no credit has been awarded this will be dealt with under the admissions procedure; where credit has been gained, the matter will be dealt with under the Student Conduct Procedure.

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	<ul style="list-style-type: none"> • Fail to comply with the reasonable request of an authorised individual. 		
	<ul style="list-style-type: none"> • Acts/omissions/statements intended to deceive the University² • Disruption of the activities of the University (including academic, administrative, sporting and social) on University premises or elsewhere • Disruption of the functions, duties or activities of any student or employee of the University or any authorised visitor to the University • Bribe or attempt to bribe a member of university staff • Fail to comply with the reasonable request of an authorised individual. • Improper interference with the activities of the University (including academic, administrative, sporting and social) on University premises or elsewhere • Improper interference with the functions, duties or activities of any student or employee of the University or any authorised visitor to the University • Fail to give their name and address to an officer or employee of the University when reasonably requested to do so by such officer or employee in the course of their duties 	<ul style="list-style-type: none"> • Formal warning • Written apology 	Dean of faculty to which the student belongs

²When an act is committed to gain admission to the University, eg falsification of documents, where no credit has been awarded this will be dealt with under the admissions procedure; where credit has been gained, the matter will be dealt with under the Student Conduct Procedure.

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Reputational damage	<ul style="list-style-type: none"> Behaviour which has caused serious damage or could have caused serious damage to the reputation of the University 	<ul style="list-style-type: none"> Expulsion Suspension/exclusion Restrictions/conditions 	University Disciplinary Committee
	<ul style="list-style-type: none"> Behaviour which has damaged or could have damaged the reputation of the University 	<ul style="list-style-type: none"> Formal warning Written apology 	Dean of faculty to which the student belongs

The following guidelines also form part of the Sexual Misconduct and Violence Policy:

DISCIPLINARY OFFENCE	EXAMPLES OF UNACCEPTABLE BEHAVIOUR	EXAMPLES OF SANCTIONS	RESPONSIBILITY FOR IMPOSING SANCTION
Sexual Misconduct	<ul style="list-style-type: none"> Engaging in sexual intercourse or a sexual act without consent Attempting to engage in sexual intercourse or a sexual act without consent Administering a substance in order to engage in sexual intercourse or a sexual act without consent Non-fatal strangulations for sexual gratification Taking intimate/indecent photographs of another person without their consent, for example upskirting Sharing, or threatening to share, private sexual materials of another person without consent and/or editing of images to make them sexually explicit Voyeurism Inappropriately showing sexual organs to another person 	<ul style="list-style-type: none"> Expulsion Suspension/exclusion Restrictions/conditions Formal warning Written apology 	University Disciplinary/Fitness to Practise Committee Dean of faculty to which the student belongs

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	<ul style="list-style-type: none"> • Repeatedly following another person, in a way that may make them uncomfortable • Making unwanted remarks of a sexual nature • Coercion or bullying with sexual elements • Sexual invitations and/or demands • Child sex offences, including grooming • Trafficking for sexual exploitation • Sexual invitations and/or demands 		
	<ul style="list-style-type: none"> • Threats to share sexual rumours or photos • Making unwanted remarks of a sexual nature • Sexual invitations and/or demands 	<ul style="list-style-type: none"> • Formal warning • Written apology 	Dean of faculty to which the student belongs