

Policy Title	Discipline Policy for Students
Issue date (m/y)	July 2011
Author	Student and Support Services Manager
Approved by	Curriculum Managers Group
Review Date	July 2012
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Context and/or Aims

The welfare and wellbeing of all students of the College depends on the reasonable and disciplined behaviour of all college members. The standards of conduct, attendance and work performance expected from all students are referred to in the Student Charter.

The Student Discipline Procedure is designed to help students to achieve and maintain the high standards set by the college. The aim is to ensure consistent and fair treatment for all by setting out the action that will be taken if the College rules are broken.

Policy Statement

All students will agree to abide by the expectations listed in the College Charter and sign to agree to this at enrolment.

Loughborough College will ensure that all processes and procedures associated with student discipline are fair, open and transparent and that all disciplinary proceedings will be conducted in accordance with the College's Student Discipline Procedure.

Requirements for Implementation

Purpose and Principles

The College recognises the role it plays in the academic and social development of its students. The College aims to provide a supportive well-structured environment in which all students can develop respect for everyone who uses the College.

The College's Learners' Charter sets out what students can expect from the College as well as the College's expectation of its students.

We expect you to:

- Respect all students, staff and visitors
- Behave safely
- Arrive on time, ready and prepared to enjoy your learning
- Follow all college policies and procedures
- Tell us what you think
- Make a positive contribution
- Be successful

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As identified in the Student Charter, any behaviour which is likely to cause offence, harm others, bring the College into disrepute, break the law or infringe agreements, policies, procedures, regulations and guidelines could result in disciplinary action.

Responsibility for Student Discipline

During teaching and learning sessions, the lecturer/instructor/designated person in charge has immediate authority for student discipline.

All staff have immediate authority to take action to maintain discipline in the common areas of the College, including corridors, grounds, open access areas, and areas serving food.

Any member of staff observing a student behaving in a manner which could breach the Student Charter has the authority to challenge the student and may warn the student that his or her behaviour is inappropriate. The member of staff may remind the student that a breach of the Student Charter or other College policies may lead to disciplinary action.

It is the responsibility of every individual student to familiarise themselves with the Student Charter and relevant policies, procedures and regulations, and to comply with them. Copies of the Student Charter are available from the Student Access Centre, the LearnZone and the College website.

Potential impact on Equal Opportunities

An Equality Impact Assessment has been conducted and any necessary amendments made to the policy.

Related Documents

Student Discipline Procedure
Loughborough College's Learners' Charter
Parental Involvement Policy
Parental Involvement Consent Form
The Data Protection Policy
Agreements with Schools/LEA
Accommodation Information, Regulations and Contract