

# Student Code of Conduct

## UPR SA01 version 10.01

### Policies superseded by this document

This document replaces version 10.00 of UPR SA01, with effect from 1 September 2024.

### Summary of significant changes to the previous version

Minor amendments have been made to correct formatting and layout.

### Glossary

A glossary of approved University terminology can be found in [UPR GV08](#).

- 1 This Code of Conduct is intended to clarify the standard of behaviour that the University expects from students and learners when they are at the University and when they go out into the wider community. It also includes what students and learners can expect from their experience of studying at the University.
- 2 The University has a fair admissions policy and aims to be responsive to all applicants and to provide pre-entry information that is appropriate. The student community includes those enrolled on short courses; on undergraduate, taught postgraduate, degree apprenticeships, and Continuing Professional Development programmes; and those registered for research degrees.
- 3 The University has developed Herts Experience Principles to clarify expectations; your Herts Experience will:
  - Begin before you arrive on campus for the first time;
  - Meaningfully prepare you for each year of your studies;
  - Integrate you into our community while recognising your individuality;
  - Provide you with clear expectations about your learning;
  - Grow your skills and expand your networks;
  - Help you design your future and enhance your employability.
- 4 The Herts Experience for students and learners at UH is built on three pillars: Community, Flexibility, Opportunity.
- 5 You will be part of a diverse, inclusive and empathetic university community, within a culture of mutual respect, which you can rely on, and collaborate with, throughout your time here. You can trust us to treat you as an individual, providing tailored support that meets your needs and personal circumstances whether with regards to your mental health and wellbeing or providing you with opportunities to enable you to personalise your learning through flexible study options. Our community also extends beyond our campuses, and we'll enable you to network with industry, the professions, and wider society to support your future plans.

- 6 Ultimately, we commit that your experience will consist of equity of opportunity for you to grow as an individual and achieve success, with increased employability for your progression to life as a graduate.
- 7 There are well-established processes through which students and learners may raise queries and complaints. Detailed information is given in the Statement of Responsibilities and Commitments (see Appendix I, UPR SA011).
- 8 As part of our University community, you are in a 3-dimensional relationship consisting of you, the university, and your fellow students and learners.
- 9 You need to appreciate that all modules and all years of study matter, even if the module does not contribute to your final degree classification. The experiences gained, and the skills developed, will still be valuable throughout your learner journey and beyond.
- 10 Therefore, to maximise your Herts Experience, to the best of your ability and in light of your individual circumstances, you will need to:
  - Attend punctually classes and events;
  - Engage in-person and online, with your studies and wider university events;
  - Communicate, exercise your voice as students and learners telling us how we are doing and what you need;
  - Support your peers academically and personally, letting them draw on your experience too.
- 11 As a student or learner, you must always act with integrity in approaching your studies, and as you go through your Herts Experience, we also expect you to conduct yourself in line with our University Values, as members of staff do, as part of the wider University Community:

|                 |   |
|-----------------|---|
| Friendly        | being open and approachable, respectful, and inclusive in the same way that members of staff do as part of the wider community                      |
| Ambitious       | bringing pace, energy and ideas, striving to improve yourself and the university  |
| Collegiate      | supporting and empowering others, and collaborating to achieve the best outcome   |
| Enterprising    | being resourceful, taking ownership, and making things happen   |
| Student Focused | being responsive to the needs of other students, from wellbeing to academic, social to professional, and working ethically in partnership with them |

- 12 More broadly, we expect you to:
  - i Carry your University Identity Card at all times when you are on campus (individuals without cards will be asked to leave campus);

- ii Be responsible for the good behaviour of any guests that you invite to the University (children are not permitted to attend timetabled learning and teaching activities, including lectures, seminars and other teaching activities; unless you have obtained permission beforehand, you are not allowed to bring visitors to timetabled learning and teaching activities, including lectures, seminars and other teaching activities);
  - iii Neither intentionally nor negligently to damage or misuse or make unauthorised use of University premises, property or equipment;
  - iv Comply with the University's Health and Safety policies and regulations, to take reasonable care of your health and safety and not to endanger the health or safety of others. This document should be read in conjunction with the following Health and Safety policies and regulations: UPR HS042, UPR HS073, Appendix I UPR HS074, UPR HS085, UPR HS096, UPR HS067 and UPR HS058;
  - v Exercise respect and tolerance in the wider community and not to behave on or off-campus in ways that may damage the good name and reputation of the University.
- 13 In return you become a welcome member of our community, entitled to all of the rights and privileges associated with that membership which are summarised in the Statement of Responsibilities and Commitments.
- 14 A failure to conduct yourself in line with the University's values, and/or failure to behave in line with the conduct set out in this Code of Conduct, could result in disciplinary action being taken against you.

Sharon Harrison-Barker  
Secretary and Registrar  
Signed: **1 August 2024**

### **Alternative format**

If you need this document in an alternative format, please email us at [governanceservices@herts.ac.uk](mailto:governanceservices@herts.ac.uk) or telephone us on +44 (0)1707 28 6006.