

Student Groups Code of Conduct

The University of Nottingham Students' Union is committed to promoting and supporting student groups to run their activities safely, inclusively, and responsibly. Any person who takes on a role providing or supporting activities for students has a responsibility to ensure that those students have an appropriate and safe time while involved in organised Union activity. To ensure this, as per the [*Student Groups Code of Conduct byelaw*](#), all committee members of a student group and those delegated responsibilities for a student group must act in accordance with the following Code.

Code of Conduct

Upon taking up a role providing or supporting the activities of a student group, one agrees:

- to act in accordance with the Union's [Articles of Association](#), [Byelaws](#), [Guidance Documents](#), and the relevant student group's constitution
- to act in a responsible manner when participating in or organising activities for the group
- to be appropriately respectful of other members of the University community and the general public
- to ensure that money, equipment, and resources belonging to the group are used solely for the purpose of achieving the group's Aims and Objectives
- to not discriminate, as per the Equalities Act (2010) and relevant Union Policy
- to not claim, imply, or suggest that one's own views or the views of one's student group are the views of the Union, unless Union Policy explicitly declares the views to be so
- to not engage in behaviour which is threatening
- to not engage in illegal behaviours whilst representing the Students' Union or one of its affiliated groups
- to not undertake any action of harassment or bullying

Breaches of the code

Upon receipt of a complaint of an individual's non-compliance with this code of conduct, the Union shall arrange that the matter be investigated following the procedures outlined in the *Student Groups Code of Conduct byelaw*.

As outlined in *Student Groups Code of Conduct byelaw*, the student in question shall be suspended from Union activity for up to a maximum of 15 Union Days. If the individual is found to have breached this code of conduct and the Union deems an informal resolution or written warning unsatisfactory, then the matter will be referred to the *Code of Conduct Breaches Committee*, as per the *Student Groups Code of Conduct byelaw*.

Sanctions

The *Code of Conduct Breaches Committee* may, where appropriate, apply the following sanctions:

- issue of a formal written warning about future conduct which outlines the future consequences should there be subsequent code breaches
- suspension of the individual from the activities of a group

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- removal of the individual from membership of a student group
- require the individual to issue a formal written apology
- require the individual to make good any damage caused
- removal of the individual from their position on a committee
- suspension of a group from external events or competitions
- imposition of a fine to be paid from the group's account
- suspension of the activities of the student group
- freezing of any group accounts

This is not an exhaustive list and the Students' Union reserves the right to issue, with good reason, a different sanction according to the situation. This process and these reasons must be clearly minuted with these minutes retained for reference.

Appeals are to be carried out as per the procedure outlined in the *Student Groups Code of Conduct* byelaw.

The provisions laid out within this Guidance Document are completely independent of any interaction of a Full Member with the University's Code of Discipline.

This Guidance Document is made pursuant, and is thus subordinate, to the byelaws of the Union.

Approved by Union Council (Democratic Procedures Committee): October 2019