COMMUNITY CODE OF CONDUCT

The University Community
The University of Huddersfield is a community brought together by a common focus on education, where staff and students work together to advance teaching, learning and the quest for knowledge. Within this framework the University maintains a commitment to freedom of expression and the exploration of complex and sometimes sensitive issues informed by the diverse nature and background of its members. To ensure an accessible and supportive environment in which to learn and work the University aims to foster an atmosphere of respect and understanding which embraces the diversity of its members and promotes respect for individual integrity.

Need for a Code of Conduct
To help maintain and develop good relations in the University community this Code of Conduct draws together the principles which underpin appropriate community behaviour and which can be applied on a daily basis by students and staff as they go about their work and studies. Examples of appropriate and inappropriate behaviour are included. It applies to all staff and students when on campus, on placement, study visits or in other circumstances where the interests of the University are affected.

Principles
The following four principles form the foundations of acceptable conduct: respect and courtesy; professionalism; self control; community. Set out below are explanations of the principles together with examples of appropriate and inappropriate conduct in each case. Some circumstances are covered by more than one principle.

RESPECT AND COURTESY
Exercise consideration for others: be polite and courteous, and act towards others and their property as you would want them to act towards you and your property.

Examples of appropriate conduct are:
- Switching mobile phones off or to silent mode in quiet areas and appropriate use of same in lectures, seminars and meetings.
- Keeping conversation at a low level in corridors adjacent to lecture rooms.
- Holding open a door for someone who has a lot of files or bags.
- Taking turns to comment during a group discussion or meeting.

Examples of inappropriate conduct are:
- Drinking and rowdiness in public areas of the campus.
- Smoking close to building entrances, exits and windows. This also applies to vapour cigarettes, electronic cigarettes and similar devices.
- Carving into or writing on desks in lecture rooms.
- Sexual, racial or any other form of harassment or bullying.
- Having private discussions with colleagues in meetings, lectures or tutorials whilst someone else has the floor.
PROFESSIONALISM

*Be accountable for your actions, reliable in your dealing with others and apply ethical standards to your work and behaviour having regard to the standards of your (intended) profession.*

Examples of appropriate conduct are:
- Punctuality when attending lectures and meetings. If possible, apologise in advance if you are late or cannot attend.
- Where there might be confusion, labelling rubbish to be thrown out to enable cleaners and other support staff to do their job.
- When working in a team with other staff or students, doing what you say you will do, when you say you will do it.
- Arriving properly prepared for classes or meetings.

Examples of inappropriate conduct are:
- Plagiarism and other forms of cheating in research, examinations and assessments.
- Engaging in any activity which might constitute a criminal offence.
- Posting of defamatory or otherwise inappropriate comments on social networking sites or elsewhere.

SELF CONTROL

*Follow established rules and procedures, use language appropriate to the circumstance, and be assertive rather than aggressive when attempting to resolve disputes.*

Examples of appropriate conduct are:
- Complying with a reasonable request to remove your car from a place where it should not be parked.
- Use of appropriate language in lectures and presentations (avoiding swearing and potentially abusive terminology)

Examples of inappropriate conduct are:
- Shouting at or threatening support staff who have wheel clamped your car because it is parked contrary to the University's parking regulations.
- Consuming food and drink in areas where it is not permitted.
- Spitting in lifts and on mirrors and windows.

COMMUNITY

*Show commitment to the University, its mission and aims and, to that end, adherence to its rules and regulations, contribution to its academic and social life, and protection of its good name.*

Examples of appropriate conduct are:
- Using University property with care and respect.
- Respecting the rights of others to freedom of belief or speech.
- Being quiet when returning to accommodation late at night.
- Acting as an ambassador for the University when on placement or field trips.
Examples of inappropriate conduct are:

- Misuse, misappropriation, theft or damage to property.
- Conduct which constitutes a criminal offence.
- Behaviour which brings the University into disrepute.
- Disruption of, or improper interference with, the academic, administrative, sporting, social or other activities of the University.

The above examples are not an exhaustive list but serve as guidance as to behaviour which is acceptable and unacceptable. Those members of the University who display unacceptable or inappropriate behaviour may be subject to disciplinary action under the appropriate disciplinary code.