



Student Code of Conduct

Valuing Others, Teamwork, Integrity



Principal: Tim Jackson BTEch (Hons), PGCE

Our Mission

To inspire learners to recognise and achieve their full potential

Our Values

Excellence, Passion, Team Work, Integrity, Innovation,
Sustainability, Valuing Others and Supportiveness

Sparsholt College Hampshire, incorporating Andover College

The *Student Code of Conduct* was reviewed and approved Board of Governors in October 2017. This supersedes the previous publication.

Equality Impact Assessment	Conducted: June 2014
Originator: Head of Student Support	Located: College Intranet
	Moodle
	College Website
Date of next scheduled review:	<i>April 2020</i>

Student Code of Conduct
Valuing Others, Teamwork, Integrity

Contents

1. Introduction	4
2. College Values.....	4
3. British Values.....	4
4. The Student Code of Conduct	4
5. Living/working in the College Community	5
Conduct and Performance Policies.....	6
Copying, Plagiarism and Collusion	6
Travel to /from college	6
Alcohol.....	6
Illegal Drugs.....	6

Student Code of Conduct

Valuing Others, Teamwork, Integrity

1. Introduction

Sparsholt College Hampshire (“the College”) is a community that has come together for the principal purpose of learning. Like all communities, we need ground rules to help us to live and work together safely and successfully.

2. College Values

The College has a set of values that supports everything we do in our college community. These are:

- Excellence
- Passion
- Teamwork
- Integrity
- Supportiveness
- Valuing others
- Innovation
- Sustainability

3. British Values

The College is committed to the promotion of and implementation of the four key British Values:

- Democracy
- The rule of law
- Individual liberty
- Mutual respect and tolerance

4. The Student Code of Conduct

This outlines how all students are expected to behave as members of the College community. It applies to behaviour on campus, during off-site activities and when travelling to and from College.

The key elements are **Safeguarding, Respect** and **Responsibility**.

The central purpose of the Student Code of Conduct is to encourage the treatment of others in the way we ourselves expect and want to be treated. Treating all others with respect will help to create a healthy community.

The College expects everyone to:

- **Show respect to all other members of the College community in line with equal opportunities and the College's Single Equality Scheme**
- **Promote their own safety and wellbeing and that of others in line with Safeguarding and Health & Safety legislation**
- **Behave in a responsible and mature manner, including regarding all online communications, in line with College policies**
- **Wear and/or produce a valid student identification (ID) badge**

5. Living/working in the College Community

Conduct and Performance Policies

The College operates conduct and performance policies (with relevant procedures) to support and encourage appropriate behaviour. Full details can be found in the Student Handbook, which is available on the College's Virtual Learning Environment (VLE): Moodle.

All inappropriate behavior will be robustly challenged and, where appropriate, sanctions applied in line with relevant College policies.

Copying, Plagiarism and Collusion

Copying what someone else has written or taking someone's idea, including material downloaded from the Internet, and trying to pass it off as your own idea (plagiarism) is unacceptable and will result in the piece of work being rejected for assessment and subject to procedures outlined in the Student Conduct and Performance Policies.

Higher Education students should also refer to the University of Portsmouth's Examination and Assessment Regulations for University Centre Sparsholt which further defines assessment offences.

Assessment and Exam Regulations

Whilst your teachers will help prepare you for all assessment activities, it is your responsibility to know and follow the regulations of the Awarding Bodies and to make yourself aware of the times and location of any examinations. It is important to behave correctly in exam rooms. If rules are broken, the College will report such incidents and, in extreme cases, disqualification may be the result.

Higher Education students should also refer to the University of Portsmouth's Examination and Assessment Regulations for University Centre Sparsholt which further defines assessment offences.

Travel to/from college

We welcome responsible and safe drivers. All drivers must follow the same rules as would be the case in any public environment:

- Parking is only permitted in the designated Student Car Parks.
- Vehicles must be taxed, insured and hold a current MOT.
- You must register your car or motorcycle and College parking permits must be displayed at all times.
- Speeding and dangerous driving will not be tolerated.

If you do not follow the above guidelines, the College reserves the right to exclude your vehicle from the car park.

If you use College transport to get to College, it is expected that you will show respect to your fellow passengers at all times. If there is sufficient evidence that your behaviour is antisocial or disrespectful, your travel permit will be withdrawn.

Alcohol

If you are under 18 years of age, you must not be in possession of or under the influence of alcohol at any time on College property or whilst engaged in college related activities – on or off site.

If you are over 18, you cannot bring alcohol onto College property unless you are a residential Student and you are taking it back to your hostel. In the residential handbook it clearly states where alcohol is prohibited and anyone with alcohol in prohibited areas will be dealt with under the College conduct and performance procedure. We expect you to use alcohol responsibly at all times.

Illegal Drugs

The College has a zero-tolerance policy on the use of illegal drugs. The use, possession, exchange, supply, selling or being under the influence of illegal drugs, solvent abuse or misuse of prescription drugs is not permitted on College property and will be dealt with using the College's Managing Learner/Student Conduct Policy and, if appropriate, with the police.