

Brookes Behaviour Standards

1 Introduction

We expect staff and students to abide by the rules and expectations set out by the University, just as we expect staff to abide by the staff code of conduct and other policies. Students can be seen as representing the University in a variety of contexts, e.g. in a seminar, wearing a Brookes hoodie around Oxford, on placement, or playing sport for the University. Therefore, we expect students' behaviour to accord with following standards at all times:

- Engage with your learning opportunities and any support services you might need.
- Treat other people with consider, dignity and respect, avoiding actions which are likely to cause them harm'
- Value diversity and strive to create a safe, supportive and inclusive environment for others.
- Treat other people with respect, making sure you seek their consent for any actions you take towards them or in relation to them.
- Respect privacy and confidentiality.
- Respect the University and its property.

Oxford Brookes University is a community aiming to provide a safe, equitable, inclusive environment, where students can learn effectively, develop themselves and live together respectfully. Whether actively studying, on temporary withdrawal, or on a work or study placement, the University expects that students treat each other and themselves with care and respect.

If a student is found in breach of the conduct rules there are a range of penalties which the University can issue: these penalties range from a warning to expulsion from the University, depending on the severity of the breach. If you are accused of breaching the conduct rules during your time at University, you may find it helpful to review the [Guidance for Reported \(Accused\) Students](#).

2 Relationships and interactions with others

You will meet a lot of new people at University and they might have different experiences, beliefs and expectations from you. Behaviour that is acceptable among one set of friends, or in a particular context, may be considered unacceptable in a different setting. Make sure that your behaviour and actions are respectful when interacting with others. If you are unsure about boundaries, please ask those with whom you are interacting.

Oxford Brookes University takes a zero tolerance approach to any form of discrimination, harassment or sexual misconduct. The University's [Anti-Harassment and Discrimination Policy](#) provides indicative examples of the sorts of behaviours and conduct that are not conducive to a culture of dignity and respect.

Oxford Brookes has a mandatory student course. Find more information here: [Sexual Consent Education](#)

The University's [Staff and Student Relationship Policy](#) acknowledges the imbalance of power between staff and students. It prohibits intimate and close personal relationships between staff who have direct and indirect responsibilities for students.

3 Learning Environment

Studying at university is likely to be very different from your previous learning environments. Overall, you will probably be given greater academic and personal freedom. You may have to learn how to organise your own time so that you get the most from your education and new opportunities.

Lectures, seminars, tutorials and lab sessions should start on time, and students should arrive punctually: late arrivals are disruptive to students and staff.

Be respectful - mobile phones must be switched off or in silent mode in lectures or seminars (except in exceptional circumstances, where you should seek permission from the lead staff member).

Students should not talk amongst themselves when others are speaking to the whole group. Disruptive behaviour impacts on learning, and will not be tolerated by staff. University staff have a right to ask disruptive students to leave the session or teaching room, request assistance from campus security or report the conduct to SIRT under the Student Conduct Procedures.

4 Libraries

Our libraries provide communal spaces for students to study and we ask that you are considerate of fellow students when you use our space and services. We want you to enjoy time spent in our libraries and the library teams look forward to welcoming you as regular visitors during your time with us.

In some libraries there are clearly marked spaces that indicate what sort of behaviour and level of noise is acceptable. A traffic light system indicates whether talking is allowed, or whether silent study is in place. Please respect fellow students by behaving appropriately in the designated zones.

Space in the libraries is always in demand so students are encouraged to take their belongings away from the library if they are taking a longer break or attending teaching sessions. Students should clear up their space once finished. If you leave your personal belongings (bags, coats, laptops) unattended, they may be cleared away.

Students not behaving considerately will be asked to leave or move to an alternative location. Student ID cards should be carried at all times.

5 Assessments

To progress through your degree course, you will need to demonstrate your learning through assessments. The University expects you to engage with all assessments and, if you are finding it challenging, to actively seek support from the range of student services available to you. There are various support and wellbeing services available to help you with your work, as well as your Academic Advisor, your module leaders, the Student Support Coordinators (SSCs), the Centre for Academic Development (CAD), and Subject Librarians.

If you think you need reasonable adjustments for a disability, including for a physical health condition, mental health condition or Specific Learning Difficulty, please register with the [Inclusive Support Service](#). Students are expected to familiarise themselves with the support available, and to take responsibility for seeking help when they need it.

If something unexpected impacts on your ability to study or carry out an assessment, you are expected to use the Exceptional Circumstances procedure.

Cheating is not tolerated by the University; allegations of academic misconduct will be actively investigated by the University and may incur a penalty.

6 Communication with the University

The University will send important information via your University email account, so make sure you read everything that is sent from all departments of the University as well as specific staff on your course. It is your responsibility to check your University email account regularly so you are aware of information and updates.

Please be respectful when communicating with staff. Remember that they are dealing with queries from hundreds of other students, so be patient and do not expect an immediate response. Staff are not expected to work outside of normal working hours, and they will respond as soon as they can.

There is a lot of information available on the Brookes webpages, designed to answer any queries you have about student life at Brookes. Please check all relevant sources of information - e.g. the University Handbook, your Student Information pages, programme and module handbooks, Student Central FAQ pages, the Student News webpage and regular Student News emails - before contacting individual staff with queries.

7 Residences

All students and staff who live and work in University accommodation have the right to feel comfortable and secure and enjoy their experience, provided this does not adversely impact upon other students or staff.

Occasionally other students will have differing ideas of what communal living involves and they may be incompatible with your own views or experience. Living in University accommodation will often mean having to compromise. To do this, it is important to be respectful and try to understand others' points of view.

If you experience behaviour from other residents that displeases you, it is important to try to deal with the matter in a calm and patient manner. First try to speak to the others in your accommodation with the aim of coming up with an agreement. If you are unable to resolve a particular dispute, you should report the incident to the Hall Warden or Hall Manager.

Illegal drugs will not be tolerated by the University. Anyone caught in possession of restricted drugs will be investigated and, if necessary, penalised through the student conduct procedures and / or police procedures.

It is important that if you are unsure of what is expected of you in our accommodation that you refer to the [hall conduct regulations](#) specifically. We want you to enjoy your university experience, feel safe and protected and get the most from your learning too and moving away from home is a huge part of that.

8 Health and Safety

We want our students to flourish at University and expect students to adhere to all health and safety guidelines the University puts in place and any government advice that may be amended to take into account any current circumstances.

Being part of a University community often means hundreds, or thousands of students living in one large area. Therefore it is necessary that everyone respects health and safety. For this reason, you must not interfere with equipment provided for safety reasons. Smoking is prohibited inside any building operated by the University, including residences (including corridors, foyers, toilets and entrances). You should make sure that you do not smoke near doors and outside areas where it is clearly designated as no smoking.

[University Health and Safety policy](#)

9 Life in the community

Oxford Brookes University campuses are based in Oxford and Swindon, and many of our students live, study and socialise within urban residential areas. Our relationship with our neighbours is important to us and we are proud of the contribution we make to the local community. We work with residents to help establish an environment where students feel part of the community and are able to live harmoniously alongside permanent residents. We recommend that students living in the private rented sector introduce themselves when they move in and get to know their neighbours, as any disputes that occur are more likely to be resolved between yourselves where you have established contact.

10 Students in the community

The Community Engagement Team provides advice and recommendations to help prevent the occurrence of further complaints. When there are persistent breaches of the rules, we can apply penalties, including formal warnings, requiring written apologies, community service, fines and student conduct orders which place restrictions on students' access to services, facilities and/or their participation in events.

11 Social Media

Words or pictures shared via social media can be captured, shared widely and retained forever. Think carefully about posting a photo of yourself or someone else, or a comment that could be misinterpreted. Whether it is via a private thread or publicly available it can affect your future career or lead to investigations into your behaviour or your Fitness to Practise.

12 Freedom of Speech

Freedom of speech and academic freedom are fundamental to the University's purpose, values, mission, teaching and research, and are protected by law. The University is committed to maintaining an open environment where debate, challenge and dissent are permitted and expected; and where controversial and unpopular ideas may be advanced within the context of legitimate academic debate. You may find that you are exposed to course material, discussions or views that you find offensive or unacceptable as part of your learning experience.

The right to freedom of speech does not, though, excuse behaviour that amounts to the unlawful harassment of others.

If you want to engage in lawful and peaceful protests or demonstrations, there are appropriate approaches to follow and these are permitted. However, in some circumstances, the University may need to restrict the time, place and manner of protest, for instance to protect physical safety or the continuation of teaching, learning or research.

There is more information in the University's [Code of Practice on Freedom of Speech](#).

13 Noise

Be mindful of your surroundings and keep noise levels to a minimum. It is particularly important during the hours of 11.00pm and 7.00am, so be careful about loud music and gatherings in private rented accommodation and disruption when you are travelling home late at night.

14 Waste management

Respect where you live, your housemates and your neighbours. You are collectively responsible as a household for the actions of each other and your guests. Familiarise yourselves with the waste management system in place in your area and be sure to put the bins out for collection on the correct day.

15 Parking

We strongly encourage you not to bring a car to Oxford, except in exceptional circumstances, where you should seek permission from the relevant team. Car parking is extremely difficult in Oxford and many residential roads around campus are subject to parking restrictions, such as double yellow lines and controlled parking zones. Parking is available at our Swindon campus and we encourage students to park on site to avoid congestion in the neighbouring streets.

16 Resources

- If you are concerned someone has broken the law or a crime is about to be committed, or you are concerned about your, or someone else's, safety, call the Emergency Services on 999.
- If you are on or around campus and need immediate assistance, please contact Brookes Security Services on 01865 483060.
- [Brookes Union](#) has support, resources and an advice service available to help you with your life at University.
- If you would like more detail about student conduct and making a report, please see the [Student Conduct Procedures](#) pages and the relevant Guidance for Reporting Students. If you are accused of misconduct, please see the relevant Guidance for Reported Students.
- If you would like more detail about how the University deals with discrimination, harassment and sexual misconduct, including how you can seek support, please see the [Anti-Harassment pages](#). We recommend that you familiarise yourself with the policies on these pages.
- Other Support available can be found on the [Student Support and Wellbeing](#) page.