

## **SUSU Code of Conduct**

It is traditional for all Students' Union's with a defined membership and oversight of affiliated clubs and societies to have a Code of Conduct in place. The aims of this document are to:

1. provide clarity on expectations when affiliated to a Union and University
2. empower members to achieve their respective aims

This Code of Conduct has been compiled based on good practice from the Union sector (available on request) and consultation with members.

This Code of Conduct should be considered in conjunction with existing Union and University guidance and regulations and will sit under the Expect Respect policy. It is written with the understanding of an implicit reputational link between the University and its students, as well as any Union affiliated clubs and societies

### **1. Adoption of Policy**

This policy will be presented to both the Trustee Board (..) and Union Senate (June 2020) for approval. It is recommended that this policy is reviewed initially at the end of the 2020/21 academic year.

This policy covers all members of the Students' Union, including non-students who are members of the SU, affiliated clubs and societies, and members of the public who use our facilities.

### **2. Policy Statement**

This Code of Conduct will sit under the 'Expect Respect' brand of the Students Union and is partnered with the 'Expect Respect' policy that was approved in December 2019.

The aim of this policy and the general 'Expect Respect' brand is to support a culture of inclusivity, acceptance, and tolerance within our student body and as a Students Union.

SUSU understands that engaging in the Union's offer is a valuable experience, and we are committed to ensuring that all students are free to participate in our activities in a safe, inclusive and enjoyable way.

SUSU understands that we share a city with the local population, including transport, nighttime venue's and shared community spaces. This policy also aims to support a positive relationship with the local community by making clear the expectations of our students and members when it involves or engages with the local population and its venues.

Sustainability is one of SUSU's main priorities. We will strive to be more sustainable as an organization, and we encourage our members to adopt a similar approach in their activities

### **3. Code of Conduct**

#### **All Members of the Students Union must:**

Ensure their activities, including socials, are inclusive of people from all communities

Ensure the continued health and safety of all students and members involved in their activities, including socials

Ensure their activities and environments are free from discrimination

Ensure their social media has appropriate content, is in line with SUSU's expectations outlined in this policy and in 'Expect Respect' and makes use of accessibility features available to ensure inclusion where possible

Treat Union, University and local property/facilities with respect

Endeavour to be sustainable and environmentally friendly, where they are financially and resource able.

**In addition to the above, all affiliated Clubs and Societies must:**

Engage with and complete Union provided Welfare and Inclusion training for the nominated committee members by the allocated deadline

Prioritize members welfare and wellbeing in all activities

Ensure sound sustainable management of any affiliated Club or Society finances

**All Members of the Students Union must not:**

Promote cultures of peer pressure, forced or coerced engagement or consent

Engage in activities which are likely to bring the Students Union into disrepute

Engage in activities which are likely to put their members through physical or psychological harm

Engage in behaviour that goes against our *Expect Respect* policy.

Engage in behaviour that disrespects, disrupts or distresses members of the local community around them

Destroy or harm the environment around them.

**Affiliated Club & Society Socials:**

SUSU recognizes that welcoming activities form an important part of many of our clubs and societies, especially over the freshers and refreshers period. We share a common aim of wanting members to have a positive and inclusive experience.

Any club or society members who are participating in an event are not to feel pressured and must be free of coercion and peer pressure regarding engagement or consent.

It is the responsibility of the Committee of any club or society to ensure that the above occurs, with oversight from the club or society President (or equivalent role).

It is the responsibility of club and society Committees to reflect on the need for additional risk assessment of any social or non-traditional activities that reflect a risk to their members.

The Students' Union request Committees undertake a review and update of all existing risk assessments in advance of the start of the academic year, specifically the following (as appropriate):

- Club or Society 'Traditional Activity' Risk Assessment

- 'Club & Society Fair/Bunfight' Risk Assessment
- 'Fundraising Activity' & 'Money Handling' Risk Assessment

#### **4. Breach of Code of Conduct**

Any suspected breach of this code of conduct should be reported to a Sabbatical Officer in the first instance. Where not appropriate to do so, the Union's Activities Team can be contacted on [activities@susu.org](mailto:activities@susu.org)

An informal resolution will be considered in the first instance to try and address any concerns or issues.

Where an informal resolution is not appropriate or possible, a suspected breach would be considered in line with the Union's Complaints and Disciplinary Procedures, and SUSU's Expect Respect Policy.

The relevant President of an affiliated club or society will be contacted in an instance where an affiliated club or society is identified in relation to a suspected breach.

For more information on the Union's Complaints and Disciplinary Procedures, please visit [www.susu.org/about/governance](http://www.susu.org/about/governance)

#### **5. Interpretations:**

'Members' includes anyone who has affiliated membership to the Students Union

Clubs and Societies covers both committees and individual members

#### **Appendix 1: Practical Guidance for Clubs and Societies**

This guidance is not mandatory, but is guidance on how to achieve the code of conduct, with examples of good practice.

**(This will be created through a working group during 2020/21 with a range of students from our club and society base)**