

Student Conduct- COVID-19 Annex

This Annex is an addition to the full Student Conduct Policy. It has been developed in response to the partial closure and subsequent wider opening of college as a consequence of COVID-19.

Section 7 – Conduct procedure

Conduct issues may result in students being asked to leave the campus. This is at the discretion of the manager on site. Any decision to ask a student to leave the campus will be considered a suspension in line with the current Student Conduct Policy and Procedure excepting the changes set out below. Suspension will be made by a member of the college safeguarding team or college management team.

The process once a suspension has been issued will be:

- The Director of A levels or the Group Vice Principal Quality and Curriculum will make initial contact with the student via telephone within 3 working days of the incident to discuss the concerns. This informal stage is intended to determine whether a Stage 4 Conduct Hearing will be required or whether the student can return to college.
- If the initial contact does not resolve the concerns, then the Stage 4 Conduct Hearing will be arranged. This meeting will follow the procedure set out in the Student Conduct Policy except that:
 - The meeting will take place online
 - Up to two family members or carers are permitted to attend to support the student. A student is not entitled to legal representation.
 - Where online meetings are used, recording of the meeting will not be permitted.
 - All communications will be conducted by email and recorded on Pro Monitor