

NORTH EAST
SCOTLAND
COLLEGE



BRINGING
LEARNING
TO LIFE



STUDENT CODE OF CONDUCT
2026-27

Our Commitment to Inclusion and Support

North East Scotland College is committed to creating a learning environment where everyone is treated with dignity, respect and fairness. We celebrate diversity and do not tolerate discrimination, harassment, bullying, victimisation or hate related behaviour.

This Code of Conduct supports NESCol's RESPECT Campaign, Equality Outcomes, Corporate Parenting responsibilities and commitment to trauma informed practice.

NESCol's RESPECT Campaign promotes kindness, dignity, inclusion and positive relationships. Students are expected to demonstrate these values in all interactions whether in person, online on placement or during College activities. Students attending North East Scotland College have a right to study and socialise in a safe, non-threatening environment. This Code of Conduct forms part of your learning agreement with the College and sets out the standards of behaviour expected. It is supported by our values which apply to everyone who comes to the College to learn or work. Our Values include:

- Commitment and Excellence
- Understanding and responding to the needs of our students
- Empowerment and Engagement
- Creating an environment where innovation and creativity are encouraged and can flourish
- Giving recognition and praise
- Respect and Diversity
- Valuing the experience and talent of all
- Treating others with dignity and respect
- Creating an accessible, inclusive learning and working environment
- Being fair, open and transparent to ensure a culture of mutual trust and integrity.

The Principal has final responsibility for the maintenance of good conduct by students. However, it is the responsibility of all staff to take positive steps to help students abide by this Code of Conduct. Its meaning will be explained to all students during induction and in sessions with your Academic Tutor.

The Code of Conduct equally applies to any residential, study visits or work placements.

Failure to maintain the standards and behaviour set out in this code may lead to action under the Student Disciplinary Policy and Procedure.



Expectations of Students

While attending College, it is expected that you will:

- Value and respect individual differences
- Help create a welcoming and inclusive environment
- Use language and behaviour that promotes dignity and respect
- Respect the rights of fellow students from all backgrounds
- Treat others with dignity and respect
- Report inappropriate and unsafe behaviour
- Behave in a respectful, professional and mature manner
- Take pride in the College – keep all areas clean, tidy and free from litter
- Be punctual for all classes and bring essential equipment
- Ensure that you meet agreed deadlines and submit work on time
- Participate in all learning activities
- Seek help when you need it and take up the support offered
- Pay fees promptly.

Definitions of Unacceptable Behaviour and Gross Misconduct

In general terms, any failure to meet the requirements of this Code of Conduct is unacceptable. The following are examples of what the College considers to be unacceptable behaviours and/or gross misconduct which may result in disciplinary action. It is not intended that this is an exhaustive list of such behaviours.

Unacceptable Behaviour

- Showing a lack of respect to any students, staff or visitors
- Failure to follow reasonable instructions of staff
- Unacceptable language
- Deliberate failure to complete and submit work to deadline on a regular basis
- Persistent poor timekeeping with no reasonable or appropriate explanation
- Breach of attendance guidelines
- Inappropriate use of computers or any other technological device
- Smoking, including e-cigarettes during any learning activities or whilst on campus
- Attending College, on campus or online, dressed inappropriately.

Gross Misconduct

This is behaviour so serious that it could result in exclusion from College (this list is not exhaustive).

- Bringing the college into disrepute
- Any form of bullying, harassment, discrimination, victimisation, hate related behaviour or prejudice-based conduct.
- Any form of bullying, including physical, verbal, emotional, psychological or online behaviour that causes fear, distress, humiliation, intimidation or exclusion; harassment; discrimination; victimisation; hate related behaviour; or prejudice based conduct whether directed towards an individual or a group.
- Abusive, offensive, aggressive language or behaviour
- Any illegal/criminal activity whether carried out on College premises or not
- Participating in any behaviours that are covered by counter-terrorism legislation
- Possession of an offensive weapon, a bladed or pointed article or a corrosive substance (this includes imitations)
- Actions that breach the College's Health and Safety Policy, instructions and procedures relating to campus safety measures
- Drug, solvent or alcohol possession at College
- Deliberate acts of plagiarism or cheating
- Deliberate and repeated failure to engage with learning activities without reasons
- Willful damage to College property, including loan devices.

IT Acceptable Use

The aim of the IT Acceptable Use Policy is to ensure that College IT Facilities are used in a safe, fair and lawful manner, with every individual adhering to the personal responsibilities set out in the policy. Examples of unacceptable conduct and IT misuse include:

- Deliberately engaging in activities related to Cyber-Security or terrorism
- Sharing confidential or personal information and breaching Data Protection law
- Cyberbullying includes the use of digital technology, online platforms, social media, email, messaging services or other electronic communication to deliberately upset, intimidate, harass, threaten or exclude another person.

- Examples of cyberbullying may include harassment, cyberstalking, impersonation, sharing personal information or images without consent, publishing private information, threatening communications or deliberate online exclusion. Such behaviour may be treated as a disciplinary matter and, where appropriate, may be referred to relevant external agencies, including Police Scotland where appropriate.

College Managers will determine if any of the above constitutes gross misconduct.

NESCol recognises that behaviour can sometimes be linked to distress, trauma, wellbeing concerns, additional support needs or external circumstances. The College will seek to understand and respond appropriately while maintaining a safe environment for all students.

Time Out from College to Cool Off

In exceptional circumstances, a student may be removed from class at the discretion of the Lecturer. If necessary, for example if the student is overly upset as a result of an incident, staff may ask the student to leave the class. The student should be allowed time to recover from the initial upset but can then re-engage in College activities on the next timetabled day.

Precautionary Suspensions

Where the unacceptable behaviour is of a more serious nature (eg gross misconduct) Curriculum Managers or Heads of Sector may issue a precautionary suspension as part of the formal disciplinary process. In certain circumstances, a student may be sent home at the discretion of the Heads of Sector. This is not a formal suspension but a short term step to allow consideration of whether further action is appropriate or not.

Support

In line with the United Nations Convention on the Rights of the Child (UNCRC), all students under 18 have the right to be safe, respected, heard and supported.

As a Corporate Parent, NESCol is committed to helping care experienced students achieve positive outcomes and participate fully in college life. All students are expected to contribute to an inclusive, welcoming and supportive learning environment.

This code and the Student Disciplinary Policy & Procedure can be discussed with your Academic Tutor in the first instance. If you require this information in an alternative format, or communication method, support can be provided in line with our commitment to the Language Accessibility Promise.

Support for Students

North East Scotland College is committed to supporting students affected by bullying or cyberbullying. Students can access advice, guidance and support through their Academic Tutor, the Student Support Team, the Safeguarding Team and other appropriate College services. Support may be available regardless of whether concerns are ultimately substantiated and the College will seek to ensure that students know how to access help when required.

Reports of bullying, cyberbullying, harassment, discrimination and victimisation will be considered fairly and proportionately in accordance with College procedures.

Support may be offered where behaviour is linked to distress, trauma, disability, additional support needs, caring responsibilities or other circumstances. This does not remove the College's responsibility to keep students, staff and visitors safe.

Quick Guide to Key Terms

Bullying: Behaviour that makes someone feel threatened, humiliated, intimidated, excluded or unsafe. It can happen once, repeatedly, face to face or online.

Harassment: Unwanted behaviour that violates someone's dignity or creates an intimidating, hostile, degrading, humiliating or offensive environment.

Discrimination: Treating someone unfairly because of a protected characteristic, because they are perceived to have a protected characteristic, or because they are associated with someone who has a protected characteristic.

Victimisation: Treating someone badly because they raised, supported or were believed to be involved in a concern about discrimination or harassment.

Hate related behaviour: Behaviour motivated by prejudice or hostility towards a person or group, including behaviour linked to disability, race, religion, sexual orientation or trans identity.

Further Information

Through MyNESCol, each student will have access to the following College policies:

- Acceptable Use Policy – Students
- Assessment & Verification Policy
- Student Code of Conduct
- Student Disciplinary Policy and Procedure
- Copyright for Students
- Data Protection for Students
- Environmental & Sustainability Strategy
- Equality & Diversity Policy Staff and Students
- Student Alcohol & Substance Misuse Policy
- Position statement on Extremism & Radicalisation
- Fitness to Study Procedure

Status: Final

Approved by: Leadership Team

Date of version: July 2026

Responsibility for Implementation/Review: Vice Principal Curriculum and Quality

Review date: July 2026

EIA Date: June 2020