

## **NON-ACADEMIC MISCONDUCT GUIDANCE**

As members of the King’s community, students are expected to adhere to the regulations, procedures and policies of the College, to show respect for the persons within and for the property of the King’s community, and to behave in a way that does not interfere with the proper functioning or activities of the College. Where there is reason to believe that the behaviour of a student falls below the expected standards, as set out below, and/or where regulations, procedures, and/or policies have been broken, as outlined below, the Non-Academic Misconduct Policy and Procedure will be instigated. The Procedure extends to alleged misconduct by a student occurring on or off College premises (including via electronic means, such as email and social media and online teaching such as lectures and seminars) where the alleged victim is the College itself, a member of the King’s community, or a visitor to King’s.

Please note that the examples of unacceptable behaviour listed below are not exhaustive. The university can bring action in relation to other unacceptable behaviour. Additionally, the indication of the sanctions which may be applied if certain behaviour is found to have taken place is illustrative only. King’s will consider any mitigating and aggravating factors when determining a penalty. Such factors include, but are not limited to, elements of discrimination, instances of previous misconduct, and mitigating circumstances occurring at the time of the alleged incident. A full list of the sanctions which may be imposed is set out in the [Non-Academic Misconduct Policy and Procedure](#).

**This document should also be read in conjunction with the following:**

### [Bullying & Harassment Policy](#)

Any student or staff member experiencing bullying and harassment, sexual or physical misconduct can report this on [Report + Support](#) where there are full details of how to report and get support from the university and externally.

### [King’s Community Charter](#)

Disciplinary Offence	Examples of Unacceptable Behaviour	Examples of Sanctions
<b>Physical Misconduct</b>	<ul style="list-style-type: none"> <li>- Punching</li> <li>- Kicking</li> <li>- Slapping</li> <li>- Pulling hair</li> <li>- Biting</li> <li>- Spitting</li> </ul>	<ul style="list-style-type: none"> <li>- Expulsion</li> <li>- Suspension</li> <li>- Conditions for the continuation of student status</li> <li>- Formal warning</li> <li>- Written apology</li> </ul>
	<ul style="list-style-type: none"> <li>- Pushing</li> <li>- Shoving</li> </ul>	<ul style="list-style-type: none"> <li>- Conditions for the continuation of student status</li> <li>- Formal warning</li> <li>- Written apology</li> </ul>

Disciplinary Offence	Examples of Unacceptable Behaviour	Examples of Sanctions
<b>Sexual Misconduct</b>	<ul style="list-style-type: none"> <li>- Engaging in any kind of sexual act without consent</li> <li>- Sharing private sexual materials of another person without consent</li> <li>- Kissing without consent</li> <li>- Touching through clothes without consent</li> <li>- Inappropriately showing sexual organs to another person</li> <li>- Repeatedly following another person without good reason</li> <li>- Making inappropriate or unwanted remarks of a sexual nature</li> <li>- Sharing inappropriate images online</li> <li>- Making unwanted sexual advances or suggestive behaviour</li> </ul>	<ul style="list-style-type: none"> <li>- Expulsion</li> <li>- Suspension</li> <li>- Conditions for the continuation of student status</li> <li>- Formal warning</li> <li>- Written apology</li> </ul>

Disciplinary Offence	Examples of Unacceptable Behaviour	Examples of Sanctions
<b>Offensive or Abusive Behaviour</b>	<ul style="list-style-type: none"> <li>- Threats to hurt another person</li> <li>- Abusive comments relating to an individuals' protected characteristics</li> <li>- Expressing/making comments that are offensive to a protected characteristic</li> <li>- Acting in an intimidating and hostile manner</li> <li>- Controlling behaviour</li> <li>- Coercive behaviour</li> <li>- Public shaming or humiliation in front of others</li> <li>- Repeatedly following another person without good reason</li> </ul>	<ul style="list-style-type: none"> <li>- Expulsion</li> <li>- Suspension</li> <li>- Conditions for the continuation of student status</li> <li>- Formal warning</li> <li>- Written apology</li> </ul>

	<ul style="list-style-type: none"><li>- Use of inappropriate language</li><li>- Repeatedly contacting another person (by phone, email, text, on social media or other online platform or through a third party) against the wishes of the other person</li><li>- Distributing or publishing a poster, image, video, notice, sign or any other matter, online or otherwise which is offensive, intimidating, threatening, indecent or illegal</li><li>- Taking a photograph of a student or employee of King's, or a visitor to King's, and distributing or publishing this image without permission online or otherwise</li></ul>	<ul style="list-style-type: none"><li>- Conditions for the continuation of student status</li><li>- Written warning</li><li>- Formal apology</li></ul>
--	---	--

	<ul style="list-style-type: none"> <li>- Distributing or publishing an existing photograph of a student or employee of King's, or a visitor to King's, without permission</li> <li>- Filming/recording of a student or employee of King's, or visitor to King's, and/or distributing or publishing the footage without permission.</li> <li>- Encouraging/inciting others to be abusive to a person online or otherwise.</li> </ul>	
--	---	--

<b>Disciplinary Offence</b>	<b>Examples of Unacceptable Behaviour</b>	<b>Examples of Sanctions</b>
<b>Damage to Property</b>	<ul style="list-style-type: none"> <li>- Causing significant damage to King's property, or the property of students or employees of King's, or visitors to King's</li> </ul>	<ul style="list-style-type: none"> <li>- Suspension</li> <li>- Conditions for the continuation of student status</li> <li>- Compensation for damage caused</li> </ul>
	<ul style="list-style-type: none"> <li>- Causing minor damage to King's property, or the property of students or employees of King's, or visitors to King's</li> </ul>	<ul style="list-style-type: none"> <li>- Compensation for damage caused</li> <li>- Formal warning</li> <li>- Written apology</li> </ul>

<b>Disciplinary Offence</b>	<b>Examples of Unacceptable Behaviour</b>	<b>Examples of Sanctions</b>
<b>Unauthorised Taking or Use of Property</b>	<ul style="list-style-type: none"> <li>- Unauthorised entry onto or unauthorised use of King's property</li> <li>- Taking property belonging to another without permission</li> </ul>	<ul style="list-style-type: none"> <li>- Suspension</li> <li>- Conditions for the continuation of student study</li> <li>- Compensation for damage caused</li> </ul>
	<ul style="list-style-type: none"> <li>- Misuse of King's property (for example, computers and laboratory equipment)</li> </ul>	<ul style="list-style-type: none"> <li>- Compensation for damage caused</li> <li>- Formal warning</li> <li>- Written apology</li> </ul>

Disciplinary Offence	Examples of Unacceptable Behaviour	Examples of Sanctions
<p><b>Causing a Health and Safety Concern/Issue</b></p>	<p>Act/omission that did cause, or could have caused, serious harm on King’s premises or during King’s activities, for example:</p> <ul style="list-style-type: none"> <li>i. Disabling fire extinguishers or smoke alarms, or possessing/supplying controlled drugs</li> <li>ii. Persistent failure to adhere to King’s Residences Health &amp; Safety Guidelines</li> </ul>	<ul style="list-style-type: none"> <li>- Expulsion</li> <li>- Suspension</li> <li>- Conditions for continuation of student status</li> <li>- Compensation for damage caused</li> <li>- Exclusion</li> <li>- Formal warning</li> </ul>
	<p>Act/omission that did cause, or could have caused, a health and safety concern on King’s premises or during King’s activities (for example, smoking cigarettes or vaping in non designated areas)</p>	<ul style="list-style-type: none"> <li>- Compensation for damage caused</li> <li>- Formal warning</li> <li>- Written apology</li> </ul>

Disciplinary Offence	Examples of Unacceptable Behaviour	Examples of Sanctions
<b>Operational Obstruction</b>	<ul style="list-style-type: none"> <li>- Act/omission/statement intended to deceive King's</li> <li>- Disruption of the activities of King's (including academic, administrative, sporting and social) on King's premises, online or elsewhere</li> <li>- Disruption of the functions, duties or activities of any student or employee of King's, or any visitor to King's</li> </ul>	<ul style="list-style-type: none"> <li>- Expulsion</li> <li>- Suspension</li> <li>- Conditions for the continuation of student status</li> <li>- Compensation for damage caused</li> </ul>
	<ul style="list-style-type: none"> <li>- Improper interference with the activities of King's (including academic, administrative and social) on King's premises, online or elsewhere</li> <li>- Improper interference with the functions, duties or activities of any student or employee of King's, or any visitor to King's</li> </ul>	<ul style="list-style-type: none"> <li>- Conditions for the continuation of student status</li> <li>- Compensation for damage caused</li> <li>- Formal warning</li> <li>- Written apology</li> <li>- Fine</li> </ul>

Disciplinary Offence	Examples of Unacceptable Behaviour	Examples of Sanctions
<b>Reputational Damage</b>	<ul style="list-style-type: none"> <li>- Behaviour that did cause, or could have caused, serious damage to the reputation of King's</li> </ul>	<ul style="list-style-type: none"> <li>- Expulsion</li> <li>- Suspension</li> <li>- Conditions for the continuation of student status</li> </ul>
	<ul style="list-style-type: none"> <li>- Behaviour that did damage, or could have damaged, the reputation of King's</li> </ul>	<ul style="list-style-type: none"> <li>- Formal warning</li> <li>- Written apology</li> <li>- Fine</li> </ul>

Disciplinary Offence	Examples of Unacceptable Behaviour	Examples of Sanctions
<b>Commission of a Criminal Offence</b>	<ul style="list-style-type: none"> <li>- Behaviour which constitutes a criminal offence, committed whilst on King's premises</li> <li>- Behaviour which constitutes a criminal offence, committed whilst engaged in King's activities</li> <li>- Behaviour which constitutes a criminal offence, which affects the functions, duties or activities of any student or employee of King's, or any visitor to King's</li> <li>- Behaviour which constitutes a criminal offence, which damages the reputation of King's</li> <li>- Behaviour which constitutes a criminal offence, which itself constitutes misconduct within the terms of this Guidance document</li> <li>- Behaviour which is an offence of dishonesty, where the student holds an office of responsibility at King's</li> <li>- Failure to disclose a breach of the law/criminal conviction</li> </ul>	<ul style="list-style-type: none"> <li>- Expulsion</li> <li>- Suspension</li> <li>- Conditions for continuation of student status</li> <li>- Formal warning</li> </ul>

Disciplinary Offence	Examples of Unacceptable Behaviour	Examples of Sanctions
<b>Regulatory/Procedural Breach</b>	<ul style="list-style-type: none"> <li>- Behaviour which has breached another King's Regulation, Procedure or Policy (for example, the Residences Discipline Policy or the IT Acceptable Use Policy)</li> <li>- Failure to comply with a previously-imposed penalty (other than non-payment of a fine)</li> </ul>	<ul style="list-style-type: none"> <li>- Expulsion</li> <li>- Suspension</li> <li>- Conditions for the continuation of student status</li> <li>- Compensation for damage caused</li> <li>- Formal warning</li> <li>- Written apology</li> <li>- Fine</li> </ul>