Code of Conduct for Student Leaders

# This Union notes

1. Student leaders are in a position of authority and responsibility
2. Student leaders are partly responsible for the public perception of Royal Holloway Students’ Union and students at Royal Holloway
3. The union is liable for legal infractions committed by student leaders in the operation of their roles
4. No signed agreement to abide by union policy, college and university regulations, and laws is required of student leaders prior to them assuming their roles

# This Union believes

1. Student leaders, while fulfilling their roles, should espouse the beliefs of this Union
2. Information regarding relevant union policy, college and university regulations and laws is not readily accessible to student leaders and is therefore not well known
3. Knowledge and acceptance of the responsibilities of being a student leader should not be assumed without written confirmation
4. No events violating union policy, college and university regulations, and laws should be held
5. No events which require, coerce or encourage any behavior from a student that may be dangerous, disrespectful, or degrading to themselves or other students should be held
6. Disputes over violations of the Code of Conduct as described should not occur, however without consequences for violation, this policy will have little effect

# This Union resolves

1. “Student Leaders” shall be defined as all elected students, including but not limited to student group committee members, steering committee members, executive committee members, student trustees, and sabbatical officers
2. “Acting in the position of a student leader” shall be defined as any activity in which the individual can be reasonably said to represent Royal Holloway Students’ Union or it’s subsidiary groups.
3. The decision as to whether behavior violates this Code of Conduct shall be made by the relevant body of the individual’s peers, for example: Activities Council if they are a student group leader, Executive Committee if the are an executive officer, and Steering Committee if they are a member of Steering Committee
4. Steering Committee shall facilitate any disputes regarding violations of the Code of Conduct, unless the individual in question is a member of Steering Committee, in which case this role shall be assumed by the executive committee
5. Complaints on the grounds of violation of this Code of Conduct shall be directed to the Steering Committee and it shall be that committee’s role to impartially investigate the matter
6. Matters shall be judged on a case-by-case basis
7. Punitive action against an individual found to be in violation of this Code of Conduct may include a formal warning or censure at the discretion of the deciding committee. In cases where negligible damages occurred due to ignorance of union policy, college and university regulations, laws, financial procedures, or contracts with external companies, the option of pursuing no action shall be available.
8. All student leaders must sign their agreement to abide by Code of Conduct once they have been elected
9. This policy shall not supersede current disciplinary procedure in any way
10. All information pertaining to relevant union policy, college and university regulations and laws should be made available to student leaders prior to their nomination for election to their role and remain available to them for the duration of their role
11. To mandate the Constitutional Working Group to ensure the resolves of this motion concerning regulations and interpretations are included in the new constitution
12. The Code of Conduct policy shall never be interpreted in any manner that prevents or discourages legitimate and lawful activities including but not limited to any form of direct action or protest
13. Liability for damages caused by student leaders shall remain with the union unless otherwise specified.
14. To mandate the executive committee to develop and implement the above-described Code of Conduct based upon Appendix A with edits where appropriate for purposes such as adding references to existing union policy, college and university regulations and laws

# Appendix A: Draft Code of Conduct

By signing this code of conduct, I agree to be bound by there rules herein for the duration of my elected office.

I agree that while acting in the position of a student leader I shall:

1. Act in an manner appropriate and representative of an officer of Royal Holloway Students Union
2. Abide by union policy, college and university regulations, and laws
3. Abide by the financial procedures of the Union
4. Adhere to union contracts with external companies
5. Not make sexist, racist, ablest, homophobic or otherwise bullying remarks
6. Be tolerant and respectful of the views of other members of Royal Holloway Students Union
7. Not require, coerce or encourage any behaviour from a student that may be dangerous, disrespectful, or degrading to themselves or another student
8. Not run events where activities violating point 7 are encouraged
9. Manage all fundraising in collaboration with RAG including declaring all monies raised for charities or external organisations
10. Ensure all appropriate risk assessments are conducted for all activities
11. Attend all union meetings or training to which I am mandated or submit a valid apology for my absence
12. Abide by the standing orders of all meetings to which I am in attendance

Proposed by: Alex Clarke (Postgraduate Officer)

Seconded by: Imogen Tyreman (Women & Marginalised Genders Officer)