

# Code of Conduct – Regent's School of English

## Introduction

We are committed to ensuring that Regent's School of English at Regent's University London is a safe and pleasant environment for staff, students, and visitors.

## Intention and Consequences

### Prospective & current students

This Code of Conduct applies to prospective students who have paid their course fees and have been issued with the acceptance letter from Regent's School of English, and current students at all times, whether on or off campus. This means your conduct off-campus and during vacations, weekends, evenings, and on field trips may be considered. It also means that conduct in a social setting (for example in residences, or on social media) may have consequences whether or not it takes place during normal business hours. Breach of this Code of Conduct may be managed through the Disciplinary Policy Regulations of Regent's School of English.

## Expected Behaviour

We treat each other, our wider community and our environment, with respect, kindness and a commitment to equality, diversity and inclusion. To ensure safe, pleasant and welcoming physical and digital environments for everyone.

We are responsible and accountable for our learning, work, behaviours and actions. Including:

- a) fully engaging with our studies/work.



b) Knowing what is expected, asking for advice when needed, and making sure our behaviour is respectful and follows rules, policies, laws, and Home Office requirements, including Prevent.

c) embodying the Regent's values (collaborative, ambitious and curious).

We all work to protect Regent's community and legacy by taking care of the health, safety, and wellbeing of our students, staff, visitors, campus, resources, and reputation. This helps ensure a positive experience now and in the future.

#### **Use of Resources:**

a) Only use Regent's resources and campus in lawful ways that are related to and approved by Regent's.

b) Behaviour: Make sure our actions do not harm Regent's reputation.

c) Confidential Information: Only use or share confidential information and intellectual property with authorisation.

d) ID Cards: Always carry ID cards, show them when asked, and do not let others use them.

e) Guests: Sign in any guests at the front reception and be responsible for their behaviour in line with this Code.

We act honestly, follow the law, and behave ethically, responsibly, and with integrity. We make sure our actions do not harm others or negatively affect their study or work experience.

