

BPP University Students' Association Bye Law 3: Presidents Code of Conduct

1 Introduction

- 1.1 This Code of Conduct forms part of the conditions of service of the Students' Association President (the "President") and governs the expected conduct of the President.
- 1.2 It is required that all candidates read the Code of Conduct prior to submitting their nomination, and upon submitting their nomination are deemed to have agreed to the code.
- 1.3 All candidates must disclose any criminal convictions.
- 1.4 All candidates must disclose any disciplinary action taken against them by the BPP University (the "University").
- 1.5 Contravention of these terms, either as a candidate, President elect, or sitting President shall result in disciplinary action by the University.

2 Conduct Rules – The President Must:

- 2.1 Conduct the business of office to which they have been elected.
- 2.2 Work collaboratively and purposefully with the Association, Senior University Leaders and University staff to represent the best interest of Association Members and University Students and Learners.
- 2.3 Be an active and fully contributing member of the Independent Board of the Students' Association (the "Board").
- 2.4 Not (except as required by law) disclose information given to them in confidence by anyone, without the consent of the person authorised to give it.
- 2.5 Ensure that in their role as the most senior representative student voice at the University and the representational figurehead of the student representative network that they place the interest of Members before their own and ensure that representation is fair, balanced and without prejudice.
- 2.6 Be a positive role model to, and ambassador, for the Association, the University and all students and learners.
- 2.7 Model a solution-focussed approach to resolving issues or suggestions for improvement by the Association and/or its Members.
- 2.8 Raise any major student matters (including welfare issues) at the earliest opportunity with Senior University Leaders.
- 2.9 Be fully active in supporting the University with its endeavours to increase student engagement and foster a positive student experience, including through the active promotion of the National Student Survey (NSS) and Postgraduate Taught Experience Survey (PTES).

- 2.10 Not conduct themselves in a manner which could reasonably be regarded as bringing the Association and/or the University into disrepute.
- 2.11 Maintain personal and professional development to meet the changing demands of the job, including participating in appropriate training activities.
- 2.12 Carry out their duties in a manner that promotes equality of opportunity and supports diversity and inclusion.

3 Gifts or Hospitality

- 3.1 Any President elect or sitting President shall within 14 days of receiving gifts or hospitality over the value of £25 provide written notification to the Association of the existence and nature of the gift or hospitality.

4 Declaration of Criminal Convictions

- 4.1 Candidates for the office of President are required to declare whether they have criminal convictions when nominating themselves. Spent convictions as detailed under the Rehabilitation of Offenders Act must also be declared.
- 4.2 Any candidate who has declared a criminal conviction will then be required to give details of the conviction to a select and confidential panel, who shall form the 'Review Panel'. This panel shall consist of the following members of the Board; A Deputy Chancellor of the University (Independent Member – Chair), Deputy Vice Chancellor of the University, Head of the Association and a University Human Resources Business Partner.
- 4.3 If a President elect or sitting President is convicted of a crime before commencement of, or during, office they shall be subject to the enquiry procedure stated above.

5 Gross Misconduct

- 5.1 All candidates, President elect and sitting Presidents are expected to conduct themselves in a manner befitting their position and status as a Member of the Association and to carry out their duties and responsibilities efficiently and promptly.
- 5.2 A President may be removed from office for gross misconduct (and thus from receiving employment) in accordance with this Bye Law.
- 5.3 In addition to conduct whilst at the Association and/or University, in person and online, conduct outside of work, in person and online, may render a President elect and sitting President liable to disciplinary action. This would include but is not limited to:
- 5.3.1 Conviction in a criminal court for a serious offence and/or leading to imprisonment.
 - 5.3.2 Conviction in a criminal court for a fraudulent act or of theft.
 - 5.3.3 Any language, behaviour and/or treatment which is discourteous, disrespectful, abusive or insulting and which is discrimination within the meaning of the Equality Act (2010) and not otherwise criminal behaviour.

6 Complaints about Presidents

- 6.1 Complaints by any stakeholder about the President elect and/or President may be made through the Students' Association Complaint Procedures.

7 Document Controls

- 7.1 Document Approvals

Date	Role/Position	Name
14/11/24	Chair, BPP University Academic Council	Ian Creagh

7.2 Amendment History

Date	Version	Author	Description
14/11/24	1.0	Tim Jones	