Complaints and disciplinary procedure for reported student misconduct in the community

**Complaint received**
Identify students and seriousness of the misconduct.
If more serious move straight to appropriate level

Students contacted via email or visit.
Raise awareness of complaint and reminded of expectations of behaviour in the community, the disciplinary process and the consequences of further complaints.

**Further complaints**
Students attend a meeting with Community Liaison Officer to discuss complaints and agree resulting actions and assurances to prevent reoccurrence of misconduct.
Sanctions and/or penalties may be imposed

**Further complaints**
Students attend a meeting with Head of Student Residential Life.
Sanctions and/or penalties imposed

**Further complaints**
Students are referred to Director of Residential and Hospitality Services.
Sanctions and/or penalties imposed
Extreme cases referred to Pro Vice-Chancellor.
Misconduct noted on student records. This may impact on future references or Disclosure and Barring Service checks.