

## Policy concerning Personal Relationships between staff & students

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1. A personal relationship of a sexual or other intimate nature between a member of staff and a student, with whom that member of staff also has a professional connection, gives rise to an actual or apparent conflict of interest. In particular, such a relationship creates, or may reasonably be perceived to create an abuse of authority or a risk of favouritism or imbalances of power. It also undermines the relationship of trust and confidence which is intrinsic to interactions between staff and students.
2. Members of staff are under a duty to act with integrity and not to place themselves in a position of actual or apparent conflict. A personal relationship in the circumstances described above should consequently be avoided.
3. In the event that:
  - 3.1. a personal relationship arises between a member of staff and a student with whom that member of staff also has a professional connection in the circumstances described in paragraph 1 above; or
  - 3.2. there is or has been a personal relationship between a member of staff and a student with whom that member of staff is due to have a professional connection in the circumstances described in paragraph 1 above;the member of staff in question must disclose the relationship immediately to the Senior Tutor or (if the member of staff would prefer) to the Head of HR who will speak to the Senior Tutor. If a member of staff is unsure whether a relationship with a student should be disclosed under this policy, the member of staff should disclose it.
4. Following disclosure, the person to whom the disclosure has been made will ensure as appropriate that the student is aware of the disclosure and that alternative arrangements are put in place to avoid the member of staff having any professional connection with the student.
5. For the purposes of this policy:
  - 5.1. 'member of staff' includes any person who is engaged by the College as an employee or worker and/or who holds a College office or post, including supervisors, as well as any person to whom the College makes available any of the privileges or facilities normally afforded to its employees. Where graduate students are working for the College in a teaching or related capacity, paid or unpaid, this policy will apply to them but only in respect of their teaching or teaching-related activities;
  - 5.2. 'student' includes any person pursuing a course of study leading to the award of a degree, diploma, or certificate of the University;
  - 5.3. 'professional connection' means any arrangement where a person in his or her capacity as a member of staff has any direct or indirect academic, pastoral or administrative or similar responsibility for a student, including for supervising, tutoring, teaching, selecting, assessing, protecting, safeguarding, or providing a reference for, the student; and
  - 5.4. 'personal relationship' means any association, however brief, of a sexual or other intimate nature, either in person or remotely (for example, via social media, email or text messaging).