Student Disciplinary Procedure

(For Incidents before 1 October 2019)

Members of the College are reminded that they are also members of the University and must abide by the University’s Regulations, in particular those on Discipline (University of Cambridge, Information and Regulations, sections 4 and 5). Within the College, discipline is covered by Statute XIV, which is quoted below. (Please note that on amending the Statutes to admit men to the College it was agreed that any reference in the Statutes to women should be deemed to refer also to men).

Statute XIV – Discipline of the College

1. All members of the College in statu pupillari shall show due respect and obedience to the Mistress, the Vice-Mistress and other officers of the College. They shall conduct themselves in a quiet and orderly manner, and shall observe the regulations of the College and of the University in regard to residence and in all other respects.

2. If any member of the College in statu pupillari fails to show due diligence in her studies, or if she is guilty of conduct offending against the regulations of the College or the University, or of conduct offending against discipline and good order or tending to bring discredit on the College, she may be punished: a) by the Mistress or other competent officer in any appropriate manner short of forfeiture of emolument or rustication; b) by the Council with the concurrence of at least eight votes, by deprivation of the status of Bye-Fellow, Scholar or Exhibitioner, by forfeiture fo any emolument, by rustication, or by expulsion, providing always that she shall have been given the opportunity of appearing before the Council to make a statement in her defense.

3. The foregoing provisions shall apply to any woman, not being a Fellow of the College, who has been admitted to membership of the College for the purpose of advanced study or research in the University, whether as a Scholar or otherwise, even though she is not in statu pupillari.

Within the College, disciplinary offenses are dealt with in the first instances by the Tutor of the student concerned. Under Statute XIV 2.a Tutors may levy fines up to £200 in cases of misconduct. (A fine of £200 may be levied for setting off a fire extinguisher). More serious cases will be referred by the Tutor or, in academic matters, by the Director of Studies, to the Dean of Discipline who will make recommendations to the College Council. Council may impose larger fines (e.g. £300 for raising a fire alarm frivolously and so calling out the Fire and Rescue Services) or take other appropriate disciplinary action, including requiring a student to find his or her accommodation, or sending down for serious misdemeanours. If a case is so referred to the Council, he or she is entitled to make representations to the Council in person and/or in writing, and will be advised and assisted by his or her Tutor, who will be present at the Council when the case is considered. With the leave of the Council, representations on behalf of the student concerned may, if the student so wishes be made by another resident member of the College, senior or junior.

A student who is dissatisfied with a decision of Council concerning him or her may make a complaint to the Office of the Independent Adjudicator for Higher Education. Details of the Office’s jurisdiction and procedures can be found on the OIAHE website. Any student contemplating such a complaint should seek the advice of the Secretary to Council, who acts as liaison officer with the Office and keeps a supply of documents relating to it.
The College’s Code of Practice for Discipline is partly modeled on the University’s Regulations. It is not exhaustive, but a breach of any of the rules which it contains will be treated as a serious breach of discipline. Attention is also drawn to the College’s Code of Practice for the conduct of meetings and parties, issued under Section 43 of the Education (No. 2) Act 1986. For the College attitude to drugs see Section 3 of the Code of Discipline, and the Drugs section under Support and Welfare.

The College has detailed procedures concerning both student complaints and harassment. These are available on the Intranet, in the library and from Tutors. The College will not tolerate harassment of its employees or casual workers by any third party including students.