

## Contract of Professional Behaviour

### General Standards of Behaviour for all Students

All students are expected to behave in a professional manner whilst on university premises or attendance elsewhere as a university student, in line with the standards of the profession they are training for. All students are also expected to uphold the good reputation of University of Staffordshire.

The [Fitness to Practise](#) and [Student Conduct](#) Procedures give examples of things that are likely to be considered a breach of conduct and which could lead to disciplinary action. You should refer to those procedures linked above for more information.

### Additional Standards of Conduct Required of You

As you are a student on a professional award you are subject to additional duties and obligations in respect of your personal behaviour. These higher standards of behaviour apply:

- at all times
- in all environments of your life
- not just when you are at University or on placements or visits, but also in your personal lives

The professional statutory regulatory body relevant to the profession you are aspiring to join requires that you must abide by the professional standards of practice and behaviour for your profession. If you do not maintain these standards, then your fitness to become a member of your chosen profession may be called into question. Non-compliance could lead to action under the [Fitness to Practise](#) procedures of the University. There is no definitive or exhaustive list of things that will or will not undermine public trust and confidence in you as an aspiring professional. If you do not meet the standards of behaviour required by the relevant professional statutory regulatory body this may prevent you from being able to complete your studies and may affect your ability to apply for registration. You should familiarise yourself with these expectations, and will have been provided with more information as part of your course information.

### Dealings with the Criminal Justice System

As part of joining the course, you are required to complete an **enhanced** Disclosure and Barring Service (DBS) check process. Please note an **enhanced** check may additionally include:

1. Information about both spent and unspent convictions, cautions, warnings, and reprimands.
2. Relevant information held by local police forces that is not disclosed in standard checks. This can encompass ongoing investigations, allegations, or other intelligence that may indicate a risk to vulnerable individuals.
3. For certain roles such as teaching, an enhanced DBS check can also include a check against the barred lists, which identifies individuals who are prohibited from working with children or vulnerable adults due to past offences or behaviour.

You may already have completed this, or it may currently be ongoing. Any disclosures as part of this process will be considered prior to you being allowed into placement areas with potentially vulnerable patients or clients.

However, if you have any dealings with the Police (or other law enforcement agencies), at any time, where you are a potential suspect (whether or not you are innocent) then you must inform the Course Lead and Course Director as soon as is reasonably practical. If in doubt, report it as soon as you reasonably can. Do not try and hide issues, as all cases are considered on their individual circumstances and only very serious offences would automatically result in a student being withdrawn from their programme.

Please note you do not need to declare these minor traffic offences - speeding offences or parking fines. All other traffic offences (including drink-driving and dangerous driving) need to be reported.

## **Expression of Values and Interests**

You must recognise the potential impact of your own values, beliefs and personal biases (which may be unconscious) on practice and take personal action to ensure all service users and carers are treated appropriately with respect and dignity.

## **Academic Conduct**

For full details of University of Staffordshire regulations explaining what good academic conduct is and how we will deal with allegations of academic misconduct please see the University's [Academic Conduct Procedure](#). The University takes Academic Misconduct extremely seriously. As a student on a course leading to professional registration, you need to be aware that incidents of Academic Misconduct can also be considered as a Fitness to Practise concern. Please see the relevant procedures for more information.

## **Making up Time**

You may be required to complete a specified number of hours in theory and practice to enable you to complete your programme. If this applies to your programme and you miss taught sessions or placement shifts, you may fall short of the required hours and therefore you may be required to make these hours up before being able to graduate or register with your professional statutory regulatory body.

## **Falsification of Records**

Making false records, altering records or falsification of signatures on official patient/client or student documentation would call into question the honesty and integrity of you as a student and may adversely affect your ability to complete your programme and meet professional statutory regulatory body standards. You must ensure that you complete any records honestly and truthfully.

## **Sexual Relationships**

You are considered to be in a position of trust in relation to patients or clients you meet in placement, staff of the organisation and your fellow students that you work with. As such you are subject to the Sexual Offences Act (2003). This Act makes it a criminal offence, when in a position of trust with a person less than 18 years of age, to engage in sexual relations with that individual. In addition, developing a sexual relationship with any patient or client may call into question your fitness to practise and can in many specific service settings be a criminal offence under statute law other than that referred to above, for example the Mental Health Act (1983).

## **Fitness to be in Placement Areas**

Sometimes students may feel unwell or be unfit to be on placement. If you have any doubts about your fitness to be on placement due to health issues or any other reason it is essential that you do not attend placement and that you report the issue to placement and/or University staff. It is the welfare and safety of the patients/clients that are paramount here and not the student's desire not to miss placement hours or experiences.

## **Duty to Report**

Should you become aware of any situation where others may be breaching their professional duty then you have a duty to report such concerns to an appropriate member of staff as soon as possible. You can tell your Academic Mentor, Academic Assessor, Module Lead, Course Lead or Course Director.

## **Final Declaration**

I confirm that I have read and understood the contents of this document. In accordance with the code of conduct of the profession that I am aspiring to join, I hereby undertake to behave, at all times, in a manner that will justify public trust and confidence in me and to comply with each clause of this contract as listed above.