

## **Policy for Membership of the LSBU Association and Use of University Access Cards by Members of the Association**

### **Membership of the LSBU Association**

- Membership of the LSBU Association is a privilege granted by the University to LSBU graduates and others subject to their adherence to behaviour and conditions deemed appropriate by the University.

### **Provision of University Access Cards to Alumni**

- Alumni and others who wish to apply for an Access card must first be a registered member of the LSBU Association.
- Use of a University Access Card is a privilege granted solely at the discretion of the University.
- Possession of an Access Card does not guarantee automatic entry to the University building/facilities and entry may be varied without notice.

### **Conditions for Membership of the LSBU Association and Use of University Access Cards**

Membership of the LSBU Association and Use of University Access Cards may be revoked by the University at its sole discretion. The principles informing the granting of the privileges of LSBU Association Membership and use of University Access Cards are:

- a) All students, alumni and staff in the University and the University's Students' Union have a right to work, study and learn in a safe environment and any unacceptable conduct which jeopardises this will be investigated and addressed.
- b) The security and integrity of University property must be safeguarded and any unacceptable conduct which jeopardises this will be investigated and addressed to ensure that security and integrity are maintained.
- c) The University's Security and Reception services have a responsibility to provide a safe and secure environment at LSBU to support the wellbeing of students, staff and visitors. Where there is doubt about a possible breach of University policies, this responsibility will be paramount.
- d) An attempt will be made where possible to resolve unacceptable conduct issues informally and any investigation and necessary action will be undertaken as speedily as possible.
- e) Decisions about revoking the privileges of LSBU Association Membership and use of University Access Cards will be made jointly by the University Solicitor, the Director of Development and Alumni Relations and if necessary the University Secretary. The outcome and reasons for the decision to revoke the privileges of LSBU Association Membership and use of University Access Cards will be communicated to you in writing via email or hard copy letter. The decision of the University is final and no appeals will be accepted.

Reasons for revoking the privileges of LSBU Association Membership and use of University Access cards include but are not limited to:

### **Teaching and Learning**

Conduct which prevents, obstructs or disrupts:

- a) teaching, learning or research carried on within the University or as part of the wider programme of teaching, learning or research on field-work and industrial placements, or
- b) the administration of the University, or
- c) the discharge of the duties of any student, member of staff, or any visitor to the University, or
- d) the holding of, or the orderly conduct of, any meeting or activity of, or connected with, the University.

### Equality and Diversity

- e) Any activity constituting a breach of any University policy on equality and diversity.

### Aggression; Misappropriation; Damage to Property

f) Assault, aggressive, threatening, indecent, disorderly, offensive or any other unreasonable behaviour or language whether expressed orally or in writing including electronically whilst on University premises or engaged in University activity.

g) Deliberate or reckless damage to property of the University or the University's Students' Union or the property of any student, member of staff or visitor to the University.

h) Misuse of any student ID card issued by the University to gain unauthorised access to University premises.

i) Misuse or unauthorised use of University premises, facilities, or items of property, including misuse of computers and networks.

j) Misappropriation of funds or assets of the University or the University's Students' Union.

k) Any criminal offence, including an offence committed outside University premises.

### Other

l) Distributing or publishing a poster, notice, sign or any publication which is offensive, intimidating, threatening, indecent or illegal or is calculated to make others fearful, anxious or apprehensive.

m) A breach of any Regulation of the University or the University's Students' Union or any University Hall of Residence.

n) Any action likely to cause injury to any person or impair the safety of University premises.

p) Any act that is likely to be detrimental to the University's relationship with the community and/or any professional bodies.

q) Failure on the part of an individual reported under this procedure to acknowledge and observe any investigation or other process arising from that report.

r) Falsifying documents.

s) Any action likely to bring the University into disrepute.

t) Making malicious or vexatious disclosures or comments regarding malpractice in connection with the University or the University's Students' Union.

u) Any unsolicited advertising or promotion of any business interest or commercial opportunity or requests for funding whilst on University premises or engaged in University activity.

v) Persistent failure to return items borrowed from the University Library or to pay any fines issued by the University Library after due notification.