

1. Introduction

Condition E6: Student harassment and sexual misconduct

The College is committed to providing a learning and teaching environment in which all students can achieve their full potential and in which they can study safely.

We aim to uphold the highest standards in preventing and responding to harassment, bullying, and sexual misconduct.

This webpage is the College's Single Comprehensive Source of Information (SCSI), as required by the Office for Students (Condition E6). It summarises our approach to student harassment and sexual misconduct, including:

- Definitions of harassment and sexual misconduct
- Our policies and reporting procedures
- Guidance on intimate personal relationships between staff and students
- Our responsibilities under freedom of speech legislation
- Sources of support, training, and investigation procedures

We promote and encourage the use of College Student Services as the first point of contact. This provides clear reporting routes, access to trained support staff and enables us to monitor and respond to any matters arising effectively.

2. Definitions of Harassment and Sexual Misconduct

Sexual misconduct is defined in the College's Student Discipline Policy as follows:

Harassment

The College follows the meaning given to harassment in:

- [section 26 of the Equality Act 2010](#)
- [section 1 of the Protection from Harassment Act 1997](#)

We therefore define harassment, including sexual harassment, to be an act or acts that cause alarm or distress. Such acts typically comprise a course of unwanted behaviour or conduct which has the purpose or effect of violating a person's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment. These acts will be connected to one or more of the following protected characteristics: age; disability; gender reassignment; race; religion or belief; sex; and sexual orientation.

In particular, and with specific reference to section 1 of the Protection from Harassment Act 1997, we define a course of conduct as that having occurred on at least two occasions that harasses one other person, or behaviour that harasses two or more persons at least once each.

Sexual Misconduct

In line with definitions adopted by the OfS, the College defines sexual misconduct as any unwanted or attempted unwanted conduct of a sexual nature including, but not limited to, sexual harassment, sexual assault and rape. It takes as its basis the following legislative structures:

- Sexual harassment as defined by [Section 26\(2\) Equality Act 2010](#).
- Assault as defined by the [Sexual Offences Act 2003](#).
- Rape as defined by the [Sexual Offences Act 2003](#).
- Physical unwanted sexual advances as set out by the Equality and Human Rights Commission: Sexual harassment and the law, 2017.
- Intimidation or promising resources or benefits in return for sexual favours as set out by the Equality and Human Rights Commission: Sexual harassment and the law, 2017.
- Distributing private and personal explicit images or video footage of an individual without their consent as defined by the [Criminal Justice and Courts Act 2015](#).

2. Policies and reporting procedures

We recognise that harassment and/or sexual misconduct may occur between different parties, to which different policies will normally apply:

Nature of alleged misconduct	Policy
between students	Student Discipline Policy
between staff members	Complaints Policy
between students and staff	Employee Student Relations Policy or Complaints Policy
involving third parties or visitors	Student Discipline Policy or Complaints Policy

The Student Discipline Policy can be found in the [Governance and Academic Regulations](#). This policy includes the processes for investigation and handling of issues relating to bullying, harassment and sexual misconduct. In summary, where an allegation is made that a student has committed a disciplinary offence, a preliminary investigation will normally be carried out to determine whether there is a case to answer within 10 working days.

The Complaints Policy is also contained within the Governance and Academic Regulations and covers alleged misconduct between students and staff.

In order to ensure fairness, safety, and transparency we protect all students from any actual or potential conflict of interest and/or abuse of power that may arise from intimate personal relationships with staff. The Employee Student Relations Policy strongly discourages any intimate or personal relationships between staff and students and is provided to all staff when joining the College. Where such relationships are unavoidable (eg. pre-existing relationships) these must be declared to line managers as soon as reasonably possible to ensure that any conflicts of interest are appropriately managed.

Location of misconduct

For the sake of clarity students may report any incidents of harassment and sexual misconduct that take place both on and off the premises including but not limited to:

- teaching, learning or assessment taking place at other locations
- student social events, wherever these are held
- Digital communications and online harassment involving members of the College.

Reports can be made to any member of staff. However we recommend that, in order to ensure that students can access specialist guidance and coordinated care, reports are made to studentsupport@mctimoney-college.ac.uk

Students may submit an anonymous report to Student Support (for example via a non-College email address). However, they are asked to note that without contact details we cannot guarantee follow-up or outcome updates.

Remaining Informed

In accordance with policies and processes (eg. Student Discipline Policy and Complaints Procedure), where it is reasonable and practicable to do so in accordance with its duties and obligations under data protection legislation, the College will provide the student that has raised an allegation of harassment or sexual misconduct with the outcome of the investigation and/or an explanation of any actions that have been taken, or not taken. It should be noted that it may only be possible to provide limited information depending on the circumstances.

In no circumstances will students making an allegation be required to sign a non-disclosure agreement.

3. Training and currency

Student information on support and on reporting mechanisms is available through the VLE, under Student Services.

All students are provided with training on harassment and sexual misconduct during induction. This training includes ensuring that students understand what constitutes harassment and sexual misconduct and how to report it and the support available to them. Additional training materials cover issues of consent.

Specialist staff are provided with external training on the nature of harassment and sexual misconduct and how to provide appropriate support to students and to those accused of such behaviours. This training includes deep consideration regarding issues related to safeguarding and harm prevention.

Broader training materials designed to assist staff in managing student disclosure and supporting students appropriately are shared with all staff.

4. Support

Internal support

Students and staff can disclose how they have been affected by harassment and sexual misconduct to the College's Safeguarding team.

Staff are encouraged to contact HR or the Chief Operating Officer.

Students are advised to contact studentsupport@mctimoney-college.ac.uk where they can receive confidential support and advice from specially trained staff. Signposting to external support, including counselling, is also accessible through this route.

Support is also available through the Safeguarding team for students who are facing allegations.

External support

As well as the internal support available for students there are a range of valuable external agencies that can provide specialist advice and support.

Below is a non-exhaustive list of such organisations:

- [**NHS Support after Rape and Sexual Assault**](#)
- [**Rape Crisis**](#)
- [**Women's Aid**](#)
- [**The Survivors Trust**](#)
- [**Male Survivors Partnership**](#)
- The freephone, [**24-hour National Domestic Abuse Helpline**](#)
- [**Rape Crisis**](#): 24/7 Rape and Sexual Abuse Support Line
- [**Samaritans**](#)
- [**Hate Crime Support**](#)
- [**Stop Hate UK**](#)
- [**Transgender Hate Crime**](#)
- [**Disability Hate Crime**](#)
- [**Action against stalking**](#)

5. Confidentiality

The College will take all reasonable steps to protect the confidentiality and privacy of those who disclose, or are accused of, harassment or sexual misconduct.

However, there may be circumstances (for example in order to protect an individual who may be at risk) where we are required to share information with other agencies or to share information internally.

Details about confidentiality and information sharing are provided in [the Registered Students Privacy Notice](#).

6. Freedom of Speech

In line with our Code of Practice on Freedom of Speech, we encourage and welcome debate. However, behaviour crossing into harassment will be handled under the appropriate policy (eg. Student Discipline Policy).

7. Review

This SCSI is reviewed annually and, updated as appropriate prior to September by the College Management Committee.