



Student Code of Conduct (HE)

Version	1
Owner	Academic Board
Approving body	Board of Directors
Date approved	10 June 2026
Effective from	1 July 2026
Review frequency	One year
Review date	1 July 2027

See Appendix A for version history

Student Code of Conduct

Introduction

Boomsatsuma is a creative learning community committed to providing a supportive, inclusive and professional environment in which all students can develop, achieve and progress.

As a member of this community, you are expected to contribute positively to the experience of others and take responsibility for how you conduct yourself. This includes treating all members of the community with respect and acting in ways that uphold a safe, inclusive and constructive learning environment, both on and off campus.

This Code of Conduct sets out the standards of behaviour expected of all students enrolled on a higher education programme at Boomsatsuma. It applies to conduct on campus, online, and in any context where your behaviour may have an impact on others or reasonably reflect on Boomsatsuma.

This Code of Conduct will be introduced as part of student onboarding and induction, and students are expected to familiarise themselves with its content and expectations. By enrolling at Boomsatsuma, you agree to uphold its expectations.

Our Responsibilities to You

Boomsatsuma is committed to maintaining a learning environment that is safe, inclusive and supportive for all students. We will:

- Treat all students fairly, respectfully and without discrimination
- Provide clear expectations of behaviour and make policies accessible
- Apply our procedures consistently, proportionately and transparently
- Offer appropriate support to help students succeed and address challenges

- Take concerns seriously and respond in a timely and sensitive manner.

Expected Standards of Behaviour

Respect, dignity and inclusion

You are expected to treat others with dignity, respect and consideration at all times, whether in person or online. This includes:

- Engaging with other students and members of staff in a courteous and professional manner
- Engaging respectfully with individuals from diverse identities, backgrounds and perspectives
- Respecting the rights of others to study and work in an environment free from physical, verbal, written or sexual harassment, discrimination, bullying, or other forms of misconduct. Please refer to Boomsatsuma's Harassment and Sexual Misconduct Policy (HE) [\[Link\]](#) and Student Disciplinary Procedure (HE) [\[Link\]](#)
- Acting in accordance with the Equality Act 2010 [\[Link\]](#), including respecting the protected characteristics of others
- Exercising freedom of speech within the law in a responsible manner, with respect for others, and in a way that does not infringe on the rights, safety or wellbeing of others. Please refer to Boomsatsuma's Freedom of Speech Policy and Code of Practice [\[Link\]](#).

Academic integrity

You are expected to act honestly and responsibly in your academic work. This includes:

- Ensuring that all submitted work is your own, except where collaboration is explicitly permitted
- Appropriately acknowledging the work and ideas of others

- Not engaging in plagiarism, cheating, collusion, or other forms of academic misconduct in any form of assessment
- Using Generative Artificial Intelligence (GAI) and other tools only where permitted, and in accordance with assessment requirements. Please refer to guidance in assessment briefs
- Not participating in or promoting services that undermine academic integrity, including the use of third parties to produce work on your behalf
- Not falsifying data, evidence or research outputs.

Community and Environment

You are expected to respect the learning environment and the wider community. This includes:

- Using Boomsatsuma facilities, equipment and resources responsibly, and not damaging or misusing property
- Behaving in a way that does not disrupt or obstruct teaching, learning, or the experience of others
- Following health and safety guidance and not engaging in behaviour that places yourself or others at risk
- Showing consideration for neighbours, local communities and members of the public, including avoiding excessive noise or antisocial behaviour
- Avoiding behaviour, including in online or public contexts, that could reasonably bring Boomsatsuma into disrepute.

Participation and Communication

You are expected to participate and communicate responsibly and appropriately, both in person and online. This includes:

- Attending and engaging constructively in classes, group work and online learning environments, and contributing in a respectful and appropriate manner. Please refer to Boomsatsuma's Attendance and Engagement Policy (HE) [\[Link\]](#)

- Engaging in communication with staff and students in a professional and respectful manner, including in digital communications
- Not sharing teaching, learning or assessment materials with parties external to Boomsatsuma without prior permission from an appropriate member of staff
- Respecting the privacy and consent of others when using digital platforms and Boomsatsuma systems
- Not making audio, video or other recordings of staff or students without their knowledge and explicit consent, except where explicitly permitted.

Use of Information and Data

You are expected to handle information responsibly. This includes:

- Respecting the confidentiality and privacy of personal data relating to other students, staff and external partners
- Not accessing, using or sharing personal data without appropriate authorisation
- Using personal data only where necessary for legitimate academic purposes
- Taking reasonable steps to ensure that personal data is stored and handled securely
- Acting in accordance with Boomsatsuma's Data Protection Policy [\[Link\]](#).

Personal Responsibility and Conduct

You are expected to act responsibly and with integrity in all aspects of your engagement with Boomsatsuma. This includes:

- Complying with reasonable instructions from staff acting in an official capacity
- Acting honestly in all interactions with Boomsatsuma
- Not engaging in fraud, deception, impersonation, or misuse of Boomsatsuma systems or accounts
- Not sharing login details or allowing others to access Boomsatsuma systems using your identity
- Acting in accordance with UK criminal and civil law

- Informing Boomsatsuma promptly of any serious matters, including criminal charges, where these may affect your ability to participate in your studies or the safety and wellbeing of others
- Cooperating fully with Boomsatsuma processes and not obstructing investigations or procedures.

Breaches of the Code of Conduct

Concerns about student behaviour will be considered in line with Boomsatsuma's disciplinary policies and procedures, including the Student Disciplinary Procedure (HE) [\[Link\]](#). Those related to academic misconduct will engage Kingston University London's Academic Integrity Regulations [\[Link\]](#).

Where concerns arise, they will be assessed and may be addressed through informal or formal processes, depending on their nature and severity. All cases will be handled fairly, consistently and proportionately.

Where a concern is substantiated, outcomes may include supportive interventions or formal action under these procedures, with support offered alongside where appropriate.

Support

Boomsatsuma is committed to supporting students to manage challenges, reflect on behaviour, and continue their studies successfully.

Students are encouraged to seek support where needed, including by contacting the Student Support and Wellbeing Team or speaking to a member of staff for guidance on accessing appropriate support services.

Further information is available in Boomsatsuma's Student Support and Wellbeing Policy (HE) [\[Link\]](#) and in your Course Handbook, published on Google Classroom.

Reporting Concerns

Boomsatsuma encourages students to raise concerns where they experience or witness behaviour that is inconsistent with this Code of Conduct. Concerns should be raised at an early stage where possible.

Concerns can be raised by contacting a member of staff or by using the Student Complaints Procedure (HE) [\[Link\]](#).

All concerns will be taken seriously and handled sensitively, fairly and in line with Boomsatsuma's policies and procedures.

Review

This Procedure will be reviewed periodically by the Academic Board to ensure it remains aligned with relevant legislation, regulatory expectations, and provider practice.

Appendix A – Version History

Version	Date	Changes
1	10 June 2026	New draft