



The Church of Scotland

Faith Nurture Forum – Initial Ministerial Education (IME) Student Policy

Code of Conduct

1. Introduction

The Faith Nurture Forum of the Church of Scotland (Faith Nurture Forum) wishes to create an environment for learning, study, practice and development which enables you and all other students to be successful in safe and friendly surroundings. Faith Nurture Forum expects all students to behave in an exemplary manner, both academically and socially and has an excellent reputation for this being the case. Students are expected to adopt a mature and professional approach to their studies, placement and their general conduct.

As a student, you will spend a considerable amount of time studying with one of our university partners on their site(s), and on placement within a presbytery, therefore you will also be expected to comply with local policies, procedures and their own codes of conduct.

2. Purpose and scope of this policy

Faith Nurture Forum aims to ensure the provision of a safe, inclusive, and healthy environment in which learning can take place. Faith Nurture Forum will also aim to ensure that its interests, reputation, staff, and students are protected from the unsatisfactory conduct of other students.

The Code applies to all students from discernment to completion of probation.

3. Obligations of students

Students must:

- Abide by Faith Nurture Forum Student Code of Conduct.
- Abide by the policies and procedures relevant to their place of academic study and as prescribed by the university at which they are studying.
- Abide by the policies and procedures relevant to the local Church and presbytery whilst on placement.
- Be respectful, polite and courteous to staff, fellow students, office holders and visitors.
- Respect differences in relation to gender, race, nationality, ethnic origin, with or without a disability, sexual orientation, religion, belief, age, political opinion, with or without dependants, marital status and class.
- Familiarise themselves with Health and Safety procedures and arrangements applicable to their location, whether on placement, or other Church of Scotland premises.
- Familiarise themselves with and comply with the IME student policies.
- Maintain satisfactory standards of performance as set by their supervisors.
- Conduct themselves at all times in a manner which is commensurate with Faith Nurture Forum.

4. Misconduct

Any breach of the Code may be the subject of disciplinary action. Disciplinary action may lead, in the case of serious or repeated breaches, to exclusion from the IME Programme. Examples of misconduct which would amount to a breach of this code of conduct are listed at Appendix One.

5. Monitoring and Review

The impact of this policy will be monitored and the policy is subject to amendments as necessary. This policy will be reviewed every two years as a minimum.

Date First Published:	September 18
Date of Last Review:	December 2020
Frequency of Review:	2 years
Approved by:	E&S Committee

Appendix One: Examples of Misconduct

The following list is a non-exhaustive list of examples of misconduct which would constitute a breach of the code:

- Infringing any rules of the Faith Nurture Forum, whether contained within this Code or otherwise.
- Failing to comply with any sanction previously imposed for a breach of this Code.
- Failure to adhere to criminal disclosure procedures.
- Aiding, abetting, counselling or procuring or inciting or conspiring with others to commit any breach of this Code.
- Failing to comply with the reasonable instruction of any member of the Faith Nurture Forum staff or placement supervisors.
- Behaving in a violent, indecent, disorderly, threatening, anti-social or offensive manner, using offensive language.
- Behaving in a manner likely to cause injury or a risk of injury to health and safety;
- Behaving in a manner amounting or likely to amount to bullying or harassment
- Behaving in a manner amounting or likely to amount to discrimination on grounds of race, nationality, ethnic or national origin, colour, religion or belief, gender, marital status, sexual orientation, gender reassignment, disability, political opinion, age or any other improper criterion.
- Stealing or otherwise obtaining any property, money or advantage by deception.
- Causing damage to or defacement of or misappropriation or unauthorised use or misuse of any property or equipment of Faith Nurture Forum, or the Church of Scotland.
- Making any statement or publishing or broadcasting any information or opinion (including expressing orally, in any writing, images or by sign or other visible representation, including electronically) which is prejudicial, threatening, abusive, insulting or offensive or constitutes harassment or makes others fear violence.
- Obstructing or disrupting the conduct of the administrative work of Faith Nurture Forum, or the Church of Scotland, its public or official functions, activities or legal duties.
- Making or distributing photographic, video or audio recordings of members of staff, other students, visitors or office holders of the Church of Scotland without their permission.
- Being in possession whilst on Church of Scotland premises, or whilst engaged in activity within the scope of your studies, of any weapon.
- Forgery, falsification or misuse of the Faith Nurture Forum's name or of any record or document.
- Breach of copyright, plagiarism, copying the work of others or any other form of cheating in work, tests or examinations. (Appendix 1: Note A)
- Refusing to make any payment due to Faith Nurture Forum.
- Gambling on Church of Scotland premises.
- Failure to comply with the student policies.

Appendix Two: Intellectual Property

The Faith Nurture Forum of the Church of Scotland is committed to encouraging its students to create intellectual property (known as 'IP') and to proactively identify commercially-valuable IP, suitable protection and robust exploitation to the benefit of the Faith Nurture Forum.

Intellectual Property (IP) is a term used to describe an individual's creative output and the Faith Nurture Forum regards IP as knowledge and its creative application and, includes a variety of legal rights (known as 'IPR') which protects the applications of ideas and information that may be of commercial value. IP most relevant to the Faith Nurture Forum's activities include copyright, design rights and know-how. In practical terms, all materials generated by students within the scope of their ministry training should be regarded as potentially being IP and generating IPR

All IPR, including copyright created by staff and/or students of the Faith Nurture Forum in the course of their studies will belong, in the first instance, to the Faith Nurture Forum.

For the avoidance of doubt, the copyright in course materials produced by Faith Nurture Forum for the purposes of the IME Programme shall belong to the Faith Nurture Forum. Where a student produces material for personal use and reference as an aid to support teaching, the copyright shall belong to the student.