

Harassment and/or Sexual Misconduct

Student and Staff Responsibilities and Behaviours
2025/26



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E6

Condition Objectives



Define Harassment and Sexual Misconduct



Discuss student and staff responsibilities and acceptable behaviours



Analyse College policies and procedures



Evaluate acceptable behaviours for all staff and students



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Introduction

- University Centre St Helens is registered with the Office for Students.
- The Office for Students sets out a Regulatory set of standards that the college must follow to ensure that all higher education students receive value for money in their learning experience at St Helens College.
- It also stipulates that the college provides a safe and inclusive learning environment for everyone.
- These conditions help to ensure that all higher education students understand the expectations for their own behaviours and the behaviours of others at the college.

Harassment and Sexual Misconduct

Harassment

Behaviour that violates a person's dignity

- Intimidation
- Hostile
- Degrading
- Humiliating
- Offensive

Sexual Misconduct

Any unwanted or attempted unwanted conduct of a sexual nature

- Sexual harassment
- Sexual assault
- Rape
- Online sexual harassment

Section 26 of the Equality Act 2010 [Equality Act 2010](#) and section 1 of the Protection from Harassment Act 1997 [Protection from Harassment Act 1997](#) provide deeper definitions



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Who can be affected by these behaviours?

- Student towards fellow student
- Teacher towards student
- Other college staff members towards student
- Work placement staff towards student
- Student towards teacher
- Student towards other college staff members
- Student towards staff in their work placement

Student and Staff Responsibilities and Acceptable Behaviours

- Students sign a student agreement before starting their studies
- This outlines the behaviours and attitudes expected of all students studying at UCSH
- Staff have a code of conduct to abide by and sign this as part of their contract of employment
- All staff and students have a responsibility to keep each other safe in a respectful manner

Responsibilities

- To be respectful to others, their beliefs and their liberties.
- To not exert your own beliefs onto others in a forceful manner.
- To not encroach on another's personal space without permission.
- To behave and speak in a manner that will not offend or make another person uncomfortable.
- To speak up for others if they are being harassed.
- To report any harassment or sexual misconduct that has happened to you, or that you have witnessed happening to others.
- To familiarise yourself with the College's policies for Promoting Positive Behaviours, Anti Harassment and Anti Bullying, Sexual Harassment, Staff Code of Conduct and Online Safety.

Scenario 1



- Jason is a lecturer in Animal Management and whilst teaching students how to groom a dog, he continuously leans his body against female students, whilst showing them how to hold the clippers.
- Some students feel very uncomfortable and feel trapped between the table and the teacher.
- What is the matter in this situation?

[Anti-Harassment-and-Anti-Bullying-Policy.pdf](#)

[Intranet - Sexual Harassment Policy & Procedure.pdf - All Documents](#)



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Scenario 2

[Promoting-Positive-Behaviour-Policy-and-Procedure.pdf](#)

- Kelsie is a student studying for a degree in photography and is attracted to a fellow female student in her class.
- Jenna, has a boyfriend and is not interested in a sexual relationship with anyone else.
- Kelsie keeps making sexually explicit comments to Jenna in front of other classmates, particularly about taking Jenna to bed.
- Jenna is feeling quite stressed and doesn't know what to do.
- What is wrong in this situation?



Scenario 3

[Staff Code of Conduct.docx](#)



- Michelle is a lecturer in Business Management and her husband has enrolled onto the course she teaches.
- Michelle helps Dennis a lot during lessons and other students are starting to feel resentful saying that there is favouritism.
- What is wrong with this situation?

Scenario 4

- Donal is a new lecturer in Graphic Design, having just graduated from teacher training.
- He is two years older than one of the students he is teaching, and both seem to be attracted to each other.
- On a night out with friends, they meet and dance together in the nightclub.
- Donal wants to ask Valerie out but isn't sure what to do.
- What should happen in this situation?

[Staff Code of Conduct.docx](#)



Scenario 5



[Intranet - Online Safety Policy.pdf - All Documents](#)

- Jake is a student studying for a HND in IT and has been receiving very sexually explicit messages and pornographic images and videos from a fellow classmate.
- Jake is becoming increasingly distressed with the constant messaging and is afraid to say anything to his teacher. He is afraid to block the student in case there is a confrontation in college.
- What should happen here?

What to do!

If you feel you have been a victim of harassment and /or sexual misconduct, you should seek help as soon as possible.

- If your grievance is against a fellow student, contact the Safeguarding, Mental Health and Wellbeing Team and your Programme Lead.
- If your grievance is against a member of college staff, contact the Head of School and the Safeguarding, Mental Health and Wellbeing Team as soon as possible.

Safeguarding at St Helens College

- The Safeguarding, Mental Health and Wellbeing Team support All Students including Adults and Higher Education Students.
- All College sites have members of the team available for support.
- [Health & Wellbeing - St Helens College](#)



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Meet The Team



Hannah Smith
Safeguarding,
Mental Health and
Wellbeing Officer



Julie Heap
Designated
Safeguarding Lead



Jeanine Williams
Safeguarding,
Mental Health and
Wellbeing
Manager



Jackie Campbell
Safeguarding,
Mental Health and
Wellbeing Officer



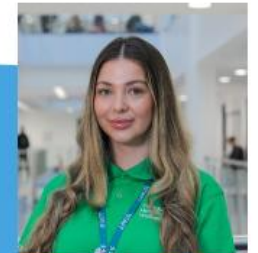
Suzanne Littler
Safeguarding,
Mental Health and
Wellbeing Officer



Lynda Manning
Safeguarding,
Mental Health and
Wellbeing Officer



Sam Mclean
Safeguarding,
Mental Health and
Wellbeing Officer



Olivia Flaherty
Safeguarding,
Mental Health and
Wellbeing Officer



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Where will Higher Education Students and Staff find quick access to information? MyDay

The screenshot displays the 'myday' dashboard for 'Students PERSONALISE'. The interface is divided into a left sidebar with navigation links and a main content area with various widgets.

Left Sidebar (Navigation):

- Send feedback
- DASHBOARDS
 - Staff
 - Students
 - Careers Support
 - Student Handbook
 - Safeguarding, Mental Health and Wellbeing
 - Library & Learning Resource Services
 - IT Services
 - The Printroom
 - Teaching, Learning and Assessment Dashboard
 - Learner Support
 - Data Protection (DPO)
 - Health and Safety
 - Apprenticeship PPD Resource Centre

Main Content Area Widgets:

- Student News:** Discover University Centre St Helens Event. Are you a Level 3 student looking to progress to university? Come and find out everything you need to know about studying at University Centre St Helens! a day ago.
- Local VIPs show up for University Centre St Helens creative arts exhibition.** Comedian Johnny Vegas and Knowsley Mayor and Mayoress Cllr Ken McGlashan and Cllr Anne McGlashan were special guests last night (Monday 19 May) at the University Centre's end-of-year degree exhibition, SHOW 25 a day ago.
- St Helen's College Rugby League Academy touches down** Sports students at St Helens College are set to tackle the rigours of rugby league following a new partnership deal with the Saints. 2 days ago
- English and Maths Exam Dates**
- Have Your Say - What's On Your Mind?**
- Attendance:** Attendance 0%, Punctuality 0%.
- Web Print, Pap...:** Print Balance £17.77.
- PC Availability:** 26 KCC.
- Exam Top Tips:** IMPORTANT ENGLISH AND MATHS EXAM INFORMATION.
- Office 365:** SAFEGUARDING, MENTAL HEALTH & WELLBEING.
- Student Discounts, Offers and Support:** DISCOVER UNIVERSITY CENTRE ST HELENS EVENT.
- ProPortal - My ...:** Microsoft Teams.
- Book a 1:1 Careers Appointment:** Learner Support Exam Access Arrangements.
- Student Welfare and Support Form:** CENTURY.
- Careers Support:** Term Dates.
- Volunteering Opportunities:** unifrog.
- Calendar:** 1 Today.
- VLE:** ASK FOR ANI.
- Library Services:** JCQ - AI and Assessments...
- AI Usage Guidelines for Students:** Online Shop.
- 19+ Financial Support:** 16 - 18 Financial Support.
- YOUTH WITHOUT LIMITS:** P=RIOD EQUALITY.



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Harassment and Sexual Misconduct Formal Complaints Form

[Formal_Complaints_Form.pdf](#)



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