



Student Conduct Policy

Scope

This Policy applies to Holmes Institute Pty Ltd (Holmes).

Policy standards

Students must not engage in any conduct that is:

- damaging to other persons pursuing their studies or to the lawful activities of Holmes Institute
- detrimental to the operation or property of the Institute
- contravenes federal, state or local law.

Inappropriate conduct includes, but is not limited to:

- disrupting any teaching, study, assessment or research activities or the administration of Holmes Institute;
- obstructing any officer or employee of the Institute in the performance of their duties;
- damaging or wrongfully dealing with any property, including intellectual property belonging to Holmes Institute;
- knowingly withholding relevant information or furnishing false or misleading information for purposes connected with academic progression or enrolment or proposed enrolment as a student;
- threatening, intimidating or disorderly behaviour;
- endangering the health or safety of a person, including but not limited to sexual harassment or sexual assault
- compromising the privacy of an individual;
- compromising the confidentiality of information.

All allegations of inappropriate conduct received by the Holmes Institute shall be lodged with the Campus Director, to be dealt with in accordance with Holmes Institute policies and procedures.

Academic Misconduct

Where the matter is regarding Academic Misconduct the Campus Director will liaise with the Dean or equivalent in the case of a VET course. Holmes Institute views academic trust, honesty and integrity as the cornerstones of the academic standards and reputation of the Institute. To this end, Holmes does not tolerate any form of cheating and/or plagiarism.

Holmes Institute routinely communicates to faculty, students and other stakeholders:

- the values that the Institute upholds regarding academic integrity,
- how to maintain academic integrity,
- the consequences of academic misconduct;
- the procedures in dealing with acts of academic misconduct at Holmes Institute.

Related Policies

- Critical Incident Policy and Procedures
- Code of Conduct Policy
- Health and Safety Policy and Procedures

Version Control and accountable officers

It is the joint responsibility of the Implementation Officer and Responsible Officer to ensure compliance with this policy.



Responsible Officer	Executive Dean or equivalent			
Implementation Officers	Campus Director(s)			
Review Date	November 2021			
Approved by				
Administrative change by Executive Director under a delegation from the Governing Council (Policy Framework Procedures)				
Version	Authored/ Revised by	Brief Description of the changes	Date Approved	Effective Date
1	Dean (Governance & Accreditation)	New Policy (adapted from retired Policy Manual)	7 November 2018	7 November 2018
1.1	Dean (Governance & Accreditation)	Administrative change to specifically reference Holmes commitment to preventing sexual assault and/ or harassment and outlining support and relevant policy and processes available at Holmes in the case of such concerns or allegations.	19 February 2019	19 February 2019

