Non-Academic Disciplinary Procedures

The standards of behaviour expected of undergraduate and postgraduate students are set out in the Oriel College Student Handbook, under the heading ‘Living as Part of the Oriel Community’.

If any member of the College is suspected or accused of breaking the law, the College will immediately inform the police and any investigation will be conducted either by the police or in co-operation with them.

If any member of the College is suspected or accused of breaking University regulations, the College will immediately inform the Proctors. Where College and University regulations run in tandem (e.g. in rules about ‘trashing’ after exams), disciplinary procedures in College will proceed in co-operation with any investigation by the Proctors.

1) Minor offences

Minor infringements of College discipline by undergraduates or postgraduate students are normally dealt with by the Junior Deans. The Deans have at their disposal a range of penalties including, for any individual offence, fines of up to and including £100, community service, restrictions of access to College social facilities, and charges for damage to property, sufficient to cover the costs of repair and/or replacement. Investigations by the Deans will normally be conducted through meetings with the student(s) concerned and/or email correspondence.

2) Major offences

If a student is suspected or accused of a misdemeanour more serious than is likely to be covered by the normal range of decanal penalties, then the Deans will inform the Senior Dean immediately and the Senior Dean will oversee the investigation. Penalties at the Senior Dean’s disposal include fines of up to and including £500, restrictions of access to College social facilities, community service, and charges for damage to property. The Senior Dean can also recommend the suspension or expulsion of students to the Governing Body.

3) Investigation of major offences

The Senior Dean will summon the student or students involved, along with any witnesses and anyone else who may have relevant information, to one or more meetings as soon as practicable. The Deans will normally conduct interviews jointly. Students under investigation may be interviewed individually or in groups; students interviewed individually may bring a supporter with them. They may also submit documents or information in writing during the investigation in support or mitigation of their case.

The Senior Dean will keep notes of meetings, of the progress of the investigation and of the reasoning by which conclusions are reached. He or she will keep copies of all relevant correspondence, emails, and any other documents. If CCTV footage is used, the Senior Dean will ensure that it is kept by the Domestic Bursar’s Office.

The Senior Dean will keep the Provost, Senior Tutor and the tutors of the student(s) involved informed of the progress of the investigation.

If it seems possible, on the basis of the Deans’ initial investigation, that an alleged infringement of College discipline might reasonably lead to a recommendation of suspension or expulsion or, if such a recommendation is the conclusion of the decanal investigation, the Deans will immediately inform the Provost. The Provost may then convene a Disciplinary Commission of Enquiry, in accordance with the College Bylaws Section XII A to carry out its own investigation. Note: Students who are asked to appear before a Panel can be accompanied e.g. by a friend, a supporter from OUSU. The subject Tutors or supervisors, the Academic Registrar and the JCR or MCR committee will be able to offer advice. Such a
Commission will report its findings to the Governing Body, which will consider any recommendation of suspension or expulsion, in accordance with the College Bylaws Section XII A.

4) Appeals

A student may appeal against a decision by the Deans to the Senior Dean and against a decision by the Senior Dean to the Provost. The Provost may hear such an appeal him or herself or convene an Appeal Panel consisting of three Fellows with no previous connection to the case. One or more of these Fellows may be chosen from the members of the Conciliation Panel. The student whose appeal is being heard will normally be expected to appear before the Appeal Panel, and may bring a supporter.

If a student wishes to appeal against a decision by the Governing Body, he or she may appeal to the Conference of Colleges Appeals Tribunal. Student complaints are dealt with by a separate process.