St Edmund's College
University of Cambridge

Alumni Code of Conduct

Policy Statement

St Edmund's College is committed to providing a safe, respectful and welcoming environment for the College community. Our alumni, friends, supporters and their guests are greatly valued as members of the St Edmund's College community and have a role to play in supporting that commitment. This Code of Conduct ("the Code") sets out the standards of behaviour that we expect alumni, friends, supporters and guests ("Community Members") to demonstrate.

1. Scope

The Code applies to any activity undertaken on behalf of or in connection with St Edmund's College, and to any engagement with St Edmund's staff, students, Fellows, alumni, supporters and other members of the College community, whether in the UK or overseas. This may be through programmes, events, communications, digital platforms, alumni networks and other interactions, whether in person, online, by email, by phone or by any other communication methods.

2. Policy Requirements

3.1 All Community Members are expected to treat students, Fellows, staff, other alumni and members of the public with courtesy, respect and dignity. Behaviour that is discriminatory, harassing, bullying, intimidating, threatening, abusive, or otherwise inappropriate is not acceptable, including unwanted attention, persistent unwelcome contact, or conduct which reasonably causes distress or concern. The College supports open discussion and robust debate within the law, but persistent disruption, intimidation or harassment will not be tolerated.

3.2 Community Members are expected to comply with reasonable instructions from event organisers, the Porters, College staff or security, follow event and venue rules (including ticketing and guest list arrangements), and not enter restricted areas or student accommodation unless expressly invited or authorised. Community Members should take reasonable care for their own safety and that of others, and respect College property, equipment and facilities. Where alcohol is available, it must be consumed responsibly and only where permitted; intoxication is not an excuse for misconduct.

3.3 These same standards apply to email, telephone and online communications; alumni networks and social media; networking activities; mentoring or volunteer activities; and other engagement with the College community. St Edmund's greatly appreciates the support provided

by alumni volunteers. Additional expectations for volunteers who work closely with St Edmund's may be set out in the St Edmund's Volunteer Agreement.

3. Reporting, Concerns or Non-Compliance

Where the College considers it necessary and proportionate to protect the safety and wellbeing of its community, the reputation of the College, and/or the proper conduct of events and activities, the College may take appropriate action. This may include requiring a Community Member to leave an event or College premises, refusing or cancelling bookings or registrations (including future bookings), imposing conditions on attendance (such as pre-registration or escorted access), removing a Community Member or their comments from St Edmund's social media channels, withdrawing alumni benefits, or restricting access to College events or premises.

Decisions will be made fairly, proportionately and in line with applicable law, including equality legislation. If the College determines that a Community Member's conduct should result in exclusion from College events, premises or benefits, it will normally confirm this in writing, set out the scope and duration of any restriction, and retain an appropriate record in accordance with its records management practices. Restrictions may be time-limited and/or subject to review, and may be varied if circumstances change. Any such restriction does not affect a person's formal status as an alumnus of the College.

Concerns during an event should be raised promptly with the event organiser, the Porters or College staff, as appropriate. Complaints or concerns about alumni or guest behaviour should be made in writing to the Development Director (or a nominated senior officer, where appropriate). The Development Director (or nominated senior officer) will consider the matter and decide what action is appropriate. The College may involve other College Officers and/or external agencies where appropriate (for example where there are safeguarding, safety, criminal or legal concerns). The College's decision will be final.