



# Student Discipline Statute

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(Non-Academic)

2019

**Campuses on:**

Manawatū

Wairarapa


Whanganui

Horowhenua

Online – including eCampus

**Student Discipline Statute (Non-Academic) pursuant to section 194 Education Act 1989**

- A. Pursuant to section 194, the Chairperson of the Academic Board hereby confirms that the Academic Board has been consulted and advises the Council to adopt this document as the Student Discipline Statute (Non- Academic) 2019.

Signature  ..... Date 27/9/19  
Chair, Academic Board

- B. Pursuant to section 182(4) of the Education Act 1989 the Council has requested and considered the advice of the Academic Board in respect of the attached Student Discipline Statute (Non-Academic) 2019.
- C. Pursuant to section 194(1) of the Education Act 1989 the Council hereby resolves to make the attached Student Discipline Statute (Non-Academic) 2019 effective from 27 August 2019.

Signatures

 ..... Date 25 September 2019  
Chair, UCOL Council

 ..... Date 25 September 2019  
Member, UCOL Council

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## Student Discipline Statute 2019 (Non-Academic)

### *Part 1: Scope of Statute*

#### **1. Title, Adoption, and Commencement**

1.1 This Statute may be cited as the Student Discipline Statute (Non-Academic) 2019.

1.2 This Statute is adopted pursuant to s 194(1) (a)-(b) of the Education Act 1989.

1.3 This Statute comes into force on 27 August 2019.

#### **2. Repeals and transitional provisions**

2.1 The Student Discipline Statute (Non-Academic) 2016 is hereby repealed.

2.2 Despite section 2.1, the Student Discipline Statute (Non-Academic) 2016 continues to apply to any disciplinary procedures commenced before this Statute came into force.

#### **3. Purpose**

3.1 The purpose of this Statute is to provide for fair and effective procedures in respect of complaints about misconduct by students.

#### **4. Interpretation**

4.1 In this Statute, unless the context otherwise requires—

- a. **Bullying** means repeated and unreasonable behaviour directed towards a person and includes physical, verbal, or social victimisation, humiliation, intimidation or threats:
- b. **Chief Executive** means the Chief Executive of UCOL and includes the Chief Executive's delegates:
- c. **Complainant** means a person making a complaint about a student, and includes staff and students affected by or who observe the subject of the complaint:
- d. **Complaint** means a written complaint, or an oral complaint subsequently recorded in writing by UCOL, about a student:
- e. **Harassment** includes unwelcome behaviour that is embarrassing, offensive or intrusive to the recipient of the behaviour:
- f. **Investigating Dean or Director** means the Executive Dean of the relevant Faculty, or the Executive Director Education and Applied Research, or a suitable delegate approved by the Chief Executive, who receives a complaint under section 8 of this Statute:
- g. **Misconduct** means conduct by a student which is in breach of section 6 of this Statute, and which:
  - i. Occurs while the student is on campus; or
  - ii. Occurs while the student is engaged in a UCOL activity; or
  - iii. Is conduct connected with the student's studies; or
  - iv. Is conduct otherwise directly related to the student's status as a student of UCOL.

- h. **Natural justice** includes the rights of a student to be treated fairly, to have an opportunity to be heard before an adverse decision is made about them, to have a complaint considered by an impartial person or body, and to receive reasons for decisions:
- i. **Prima facie case** means a complaint supported by sufficient evidence on which a reasonable person could be expected to be satisfied that the complaint is made out:
- j. **Staff** means UCOL staff and includes employees, contractors and agents:
- k. **Student**
  - i. means a person who:
    - 1. Is enrolled as a student at UCOL whether on a full-time, part-time or other basis; or
    - 2. Was enrolled at UCOL that had their enrolment cancelled; but
  - ii. does not include a person who is a UCOL staff member:
- l. **UCOL** means the Universal College of Learning constituted by the Education Act 1989 and includes its staff, contractors and agents:
- m. **UCOL activity** means any activity related to UCOL study or UCOL social activities whether or not on a UCOL campus and includes online activities which are related to UCOL study or UCOL social activities:
- n. **UCOL campus** means any of the UCOL campuses at Whanganui, Wairarapa, Manawatū, Horowhenua and includes their grounds, buildings and other property including any property utilised by UCOL for the delivery of its teaching and learning, and further means any online component of study including within eCampus:
- o. **UCOL resource** means all property supplied by UCOL and includes buildings, furniture, equipment, books, IT equipment, software and online fora:
- p. **Writing** includes by electronic means such as by e-mail.

## 5. Application of Statute

- 5.1 This Statute applies to all students in respect of allegations of misconduct.
- 5.2 Despite section 5.1, this Statute does not apply to allegations of misconduct of an academic nature.
- 5.3 Where it appears to the investigating Dean or Director that a complaint of misconduct made under section 8 may not, or may not solely, be of an academic nature, the complaint must be referred to the Chief Executive who must decide whether this Statute or the UCOL Academic Statute Part VIII applies.
- 5.4 The Chief Executive must notify the student in writing of any decision made under section 5.3.
- 5.5 Nothing in this Statute limits any rights of UCOL, students, or complainants to refer any complaint to other agencies including police or immigration agencies.
- 5.6 Where UCOL decides to refer a matter to other agencies, or becomes aware that a student or complainant has done so, the disciplinary procedures under this Statute may be continued or stayed until the other agencies have concluded any investigation of the complaint.

### *Part 2: Standards of Conduct to Be Upheld By Students*

## 6. Standards of Student Conduct

- 6.1 All students must behave at all times in a personally and socially reasonable, safe, and lawful manner towards their fellow students, staff, the public, their studies, and in respect of any UCOL resource, UCOL campus, and UCOL activity.

6.2 Without limiting the generality of section 6.1, students must:

- a. Treat all people with respect and consideration;
- b. Attend UCOL programme activities and tuition without the influence of alcohol or unlawful substances;
- c. Take reasonable care not to damage or destroy UCOL resources or the property of staff or students;
- d. Take reasonable care for their own health and safety and take care that their acts or omissions do not adversely affect the health and safety of other persons;
- e. Not harass, bully or discriminate against any person on any UCOL campus or while engaged in any UCOL activity;
- f. Not act in a manner that harms the wellbeing of students or staff or UCOL operations;
- g. Comply with all relevant laws and all UCOL statutes, policies and procedures, and reasonable directions or instructions; and
- h. Accept that they may be tested for alcohol and drugs where it is believed on reasonable grounds that they are under the influence of alcohol and/or drugs (refer Appendix I – Student Drug & Alcohol Testing).

### *Part 3: Disciplinary Procedure*

## **7. Overview of Part 3**

7.1 In general terms the disciplinary procedure in respect of a complaint of misconduct by a student set out in this Statute is that:

- a. A complaint is made (section 8);
- b. The complaint is investigated by the investigating Dean or Director (section 9);
- c. If the investigating Dean or Director is satisfied that there is a prima facie case of misconduct, the student is given an opportunity to attend a meeting (section 10); and
- d. Following the meeting, UCOL decides whether to make a finding of misconduct, and if so whether and what penalty to impose (section 11).

## **8. Complaints**

8.1 A complainant may make a complaint about a student's misconduct by notifying in writing the investigating Dean or Director.

8.2 Any staff member who is not the investigating Dean or Director who receives a complaint must refer the complaint in accordance with clause 8.1.

8.3 Despite sections 8.1 and 8.2, where the complainant is a staff member who observes behaviour which appears to the staff member to be misconduct, the staff member may raise their concerns with the student directly, if the staff member is satisfied that:

- a. It is safe to do so; and
- b. The matter does not appear to require police or other intervention; and
- c. The staff member reasonably considers they do not have a conflict of interest (actual, potential, or perceived).

8.4 If a staff member raises their concerns directly with the student under section 8.3, he or she must inform the student of what was observed, and the reasons for their belief that the observed conduct is misconduct, and must seek an explanation from the student.



8.5 If in the staff member's opinion a satisfactory explanation is given by the student, no further action is to be taken, unless further information comes to light, in which case the staff member must make a complaint in accordance with section 8.1. To close the process the student will be notified of the finding, in writing, and a copy of this notification will be provided to the relevant Executive Dean along with an outline of the process undertaken.

8.6 If in the staff member's opinion no satisfactory explanation is given by the student, the staff member must make a complaint in accordance with section 8.1.

## **9. Investigation of Complaint**

9.1 Where a complaint is received by the investigating Dean or Director under section 8, the investigating Dean or Director must promptly satisfy themselves that they do not have a conflict of interest (actual, potential, or perceived), and if they are not so satisfied must refer the complaint to the other for investigation.

9.2 If it appears to the investigating Dean or Director that the complaint discloses an immediate health and safety risk to other students or staff, the investigating Dean or Director may:

- a. Impose an immediate period of temporary suspension of the student while the investigation is conducted and must notify the Chief Executive in writing of this decision; or
- b. May refer the complaint to the Chief Executive if the investigating Dean or Director considers the Chief Executive's immediate involvement is warranted by the apparent seriousness of the complaint; and
- c. If the complaint is referred to the Chief Executive under this section, the Chief Executive may impose an immediate period of temporary suspension of the student while the investigation is conducted; and
- d. Where the complaint is referred to the Chief Executive under this section, the investigating Dean and Director must confer with one another to decide which of them will investigate the complaint.

9.3 Any temporary suspension under section 9.2 must:

- a. Be notified in writing to the student; and
- b. Come to an end as soon as practicable after the investigating Dean or Director is satisfied that there is no longer a health and safety risk to other students or staff.

9.4 The investigating Dean or Director must use their best endeavours to investigate the complaint promptly and may seek further information from any person or make other reasonable enquiries about the complaint.

## **10. Decision following Investigation**

10.1 Following investigation the investigating Dean or Director must decide whether they are satisfied that the complaint discloses a prima facie case of misconduct.

10.2 If the investigating Dean or Director is not so satisfied, they must:

- a. Notify the complainant that the complaint has been investigated and that no further action will be taken; and
- b. Notify the student that a complaint has been made and investigated and that no further action will be taken; and
- c. Record the reasons for the decision in writing; and
- d. Take no further action on the complaint.

- 10.3 If the investigating Dean or Director is satisfied that the complaint discloses a prima facie case of misconduct, they must:
- a. Notify the complainant that the complaint is under investigation; and
  - b. Notify the student the subject of the complaint in writing of the reasons that the investigating Dean or Director is satisfied that there is a prima facie case of misconduct; and
  - c. Require the student to attend a meeting or meetings.
- 10.4 The requirement to attend a meeting referred to in section 10.3c. must be consistent with the principles of natural justice and in particular must:
- a. Be in writing;
  - b. Give the student a reasonable opportunity to attend the meeting at a convenient time;
  - c. Identify the reason for the meeting including sufficiently detailed particulars of the complaint together with any evidence in respect of the complaint to enable the student to be fully informed ahead of the meeting;
  - d. Notify the student that they are entitled to have a support person or legal representative present at the meeting;
  - e. Notify the student that they will be given reasonable opportunity at the meeting to be heard by stating their view of the complaint including by presenting any evidence or other information;
  - f. Notify the student of potential outcomes if the complaint is found to be made out including if the student declines to attend the meeting; and
  - g. Include a copy of or link to this Statute.
- 10.5 A meeting held in accordance with section 10.3c:
- a. Must:
    - i. Meet the requirements of section 10.4 above; and
    - ii. Be confidential; and
    - iii. Be minuted, and the student must be provided with a copy of the minutes of the meeting promptly, and given reasonable opportunity to comment on those minutes; but
  - b. Otherwise may be conducted by the investigating Dean or Director in a manner that they think fit including that any meeting may be adjourned, and that more than one meeting may be called.

## **11. Findings and Penalties**

- 11.1 The investigating Dean or Director must decide whether they are satisfied that a finding of misconduct is made out:
- a. After meeting with the student; or
  - b. After giving the student reasonable opportunity to attend a meeting, if the student fails to attend the meeting without reasonable excuse.
- 11.2 In making a decision under section 11.1 the investigating Dean or Director must take into account:
- a. The information in the complaint; and
  - b. Any information subsequently obtained during the investigation; and
  - c. Any explanation, information, evidence or other material presented by the student for or at any meeting under section 10.3c.



- 11.3 If the investigating Dean or Director is not satisfied that a finding of misconduct is made out, they must:
- a. Notify the complainant in writing that the complaint has been investigated and that no further action will be taken and the reasons for this decision; and
  - b. Notify the student the subject of the complaint in writing that they are not satisfied that a finding of misconduct is made out and the reasons for this decision and that no further action will be taken on the complaint.
- 11.4 If the investigating Dean or Director makes a finding of misconduct, they must:
- a. Decide whether to impose a penalty, and if so what penalty; and
  - b. Notify the student the subject of the complaint in writing that they are satisfied that a finding of misconduct is made out, the penalty to be imposed, the reasons for this decision, and the student's right to review the decision under Part 4 of this Statute; and
  - c. Notify the complainant in writing that the complaint has been investigated and of the penalty that will be imposed on the student.
- 11.5 The decisions in respect of penalty under section 11.4a must be made in accordance with sections 11.6, 11.7 and 11.8.
- 11.6 In deciding whether to impose a penalty, and what penalty to impose, the investigating Dean or Director must have regard to whether any penalties imposed are commensurate with the seriousness of misconduct.
- 11.7 If the investigating Dean or Director decides to impose a penalty, any of the following penalties may be imposed:
- a. Issue the student with a written warning, which must describe the misconduct, the conduct that is expected of the student, and the potential consequences of further misconduct;
  - b. Impose a probation period (for the remainder of the student's enrolment at UCOL or a shorter period) with written conditions, whose purpose is to supervise and monitor the student's conduct, and compliance with which is mandatory, and breach of which may result in cancellation of enrolment under section 11.7e.;
  - c. Suspend the student from attendance at any UCOL campus and/or UCOL activity and/or courses for a stipulated period including on conditions that:
    - i. UCOL reserves its right to extend the suspension period once, by giving 5 working day notice to the student prior to the end of the initial suspension period, and by giving reasons for extending the suspension period;
    - ii. The student's return after suspension is subject to the student's satisfactory participation at a meeting with the investigating Dean or Director, the purpose of which is to ensure that UCOL's expectations are understood by the student and that preparations are in place for the student to catch up missed coursework; and
    - iii. UCOL may require the student to prepare an education recovery plan to be done in consultation with relevant teaching staff for the purpose of that meeting;
  - d. Impose restrictions or prohibitions on the student's attendance at any class for a stipulated period; or

- e. Refer the matter to the Chief Executive so that the Chief Executive can consider whether to cancel the student's enrolment at UCOL or in a particular programme or training scheme at UCOL.
- 11.8 Where a matter is referred to the Chief Executive under section 11.7e., in deciding whether to cancel a student's enrolment at UCOL or in a particular programme or training scheme at UCOL the Chief Executive:
- a. May first require the investigating Dean or Director to undertake further investigation including by seeking further evidence or information; and
  - b. Must have regard to whether cancellation of enrolment is commensurate with the seriousness of misconduct; and
  - c. Must give the student written reasons for any decision to cancel enrolment.

#### *Part 4: Student Review and Appeal Rights*

### **12. Right to Request Review of Decisions**

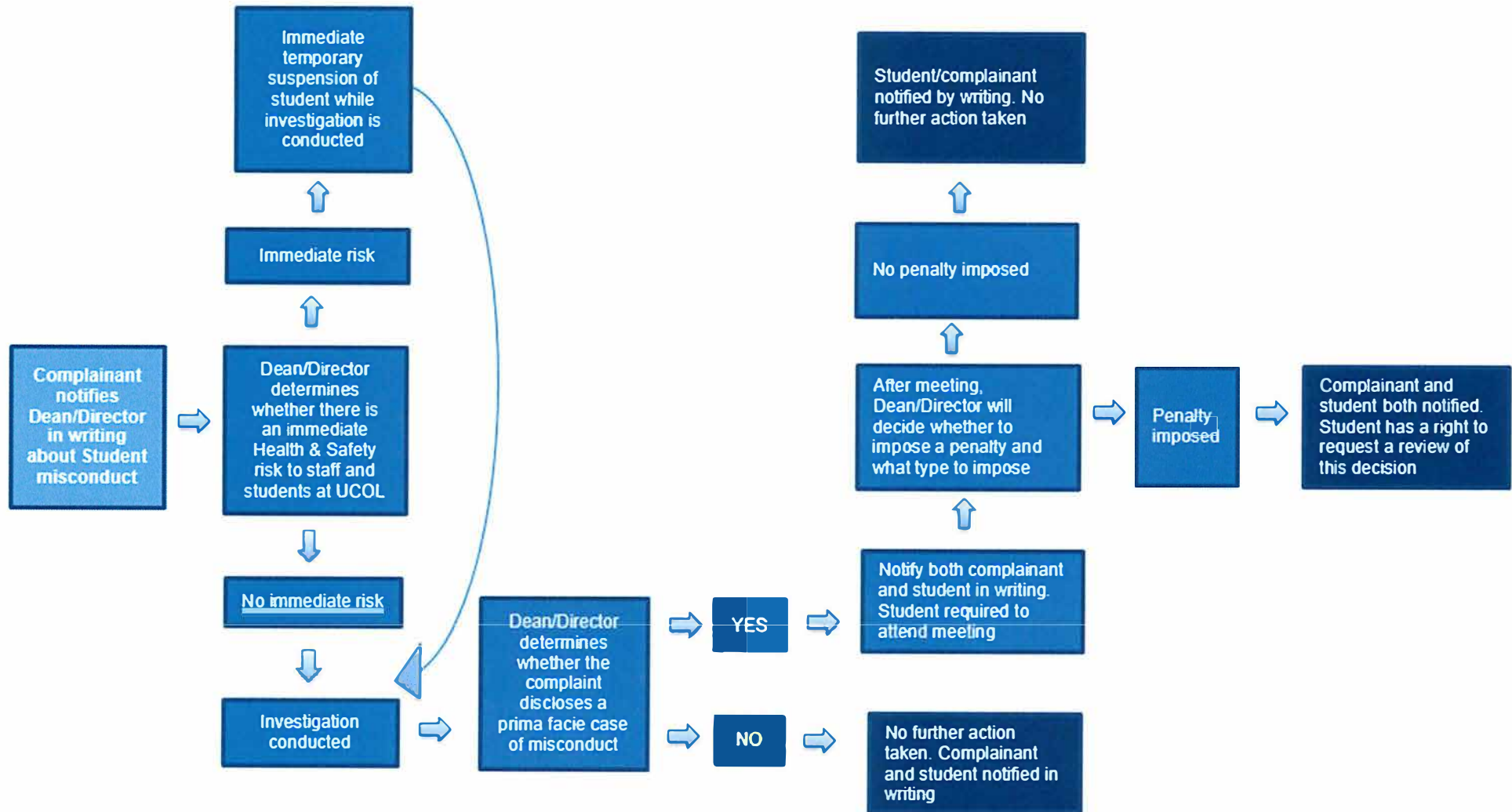
- 12.1 A student against whom a finding of misconduct is made and/or in respect of whom a penalty has been imposed under this Statute who is dissatisfied with any of those decisions may request a review under section 12.2.
- 12.2 A request for review:
- a. May be in respect of any or all of: the finding of misconduct, the imposition of a penalty, and the amount of the penalty; and
  - b. Must be made by the student, in writing, to the Chief Executive within 14 calendar days of the decision the subject of the request for review, or a longer period if requested by the student in writing and approved by the Chief Executive where he or she considers it appropriate to extend time.
- 12.3 Where the Chief Executive receives a request for review under section 12.2, he or she:
- a. Must give the student reasonable opportunity to be heard in person or in writing within a reasonable time of receiving the request; and
  - b. Must decide the review by considering whether the decisions on finding of misconduct and/or penalty were made in accordance with this Statute; and accordingly
  - c. May confirm the finding of misconduct and/or penalty or revoke or modify those decisions; and
  - d. In any case must notify the student in writing of the outcome of the review.

### **13. Appeal of Review Decision**

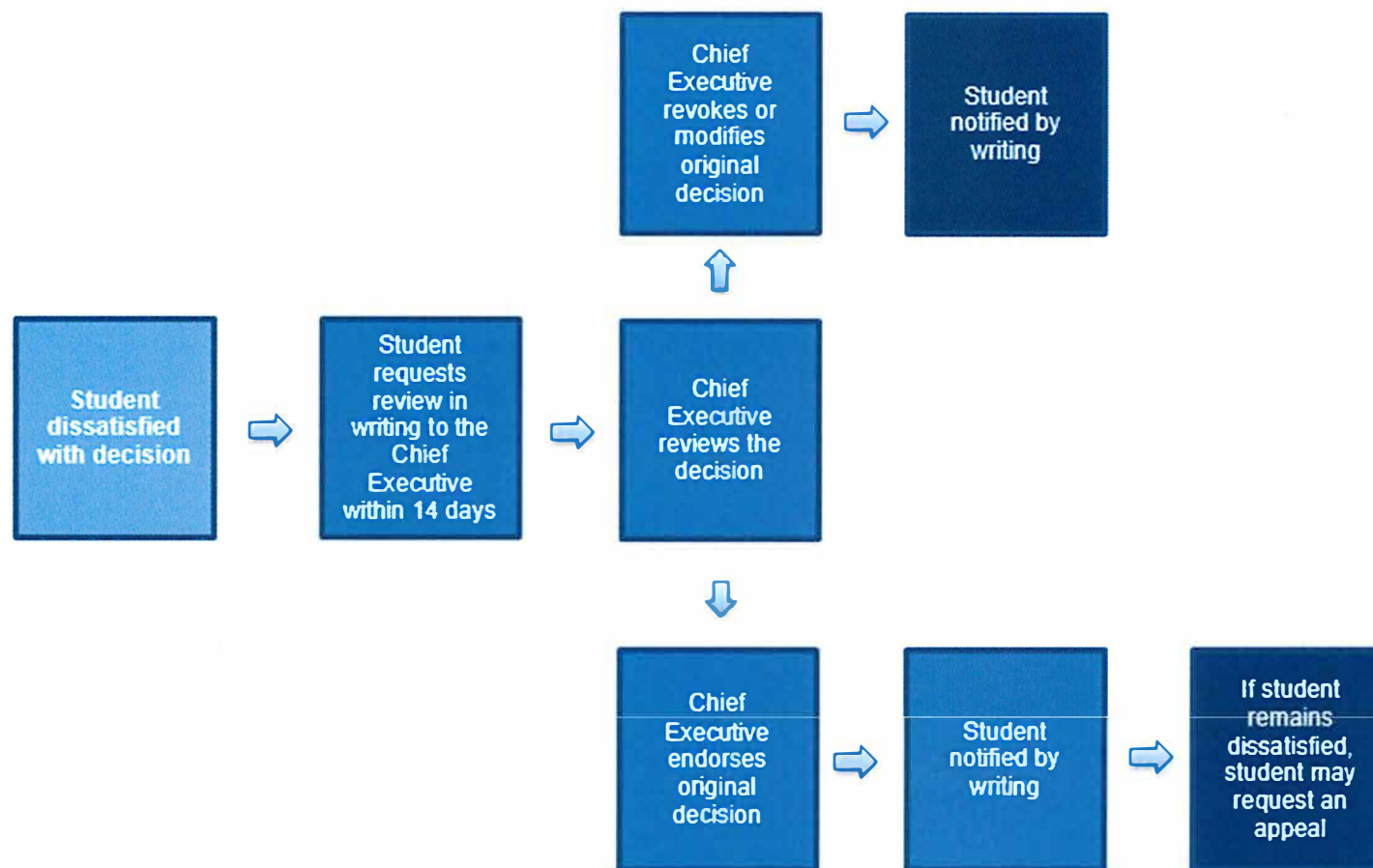
- 13.1 A student who is dissatisfied with the outcome of a review conducted under section 12 may request an appeal under section 13.2.
- 13.2 A request for appeal:
- a. May be in respect of any or all of: the finding of misconduct, the imposition of a penalty, and the amount of the penalty; but
  - b. May only be sought in respect of decisions that have been reviewed under section 12; and

- c. Must be made by the student, in writing, to the Chief Executive within 14calendar days of notification of the outcome of the review, or a longer period if requested by the student in writing and approved by the Chief Executive where he or she considers there are extenuating circumstances why the appeal was not brought in time.
- 13.3 Where the Chief Executive receives a request for appeal under section 13.2, he or she must convene a Student Discipline Appeals Committee to determine the appeal.
- 13.4 A Student Discipline Appeals Committee convened under section 13.3:
- a. Must comprise of three members:
    - i. None of whom may be the Chief Executive; and
    - ii. One of whom must be an independent mediator with appropriate legal experience and must be appointed by the Chief Executive;
    - iii. Two of whom must be UCOL senior staff members selected by the UCOL Academic Board; and
  - b. Must be chaired by the independent mediator, who is required to preside over all engagements with the student and all meetings where recommendations and decisions relating to the appeal are made; and
  - c. May be assisted on administrative matters by a non-voting administrator appointed by the Chief Executive at the request of the chair.
- 13.5 Once a Student Discipline Appeals Committee is convened under section 13.3:
- a. The Committee must conduct a conflicts of interest check of its members including of any administrator and record the outcome in writing; and
  - b. If the Chief Executive is satisfied with the outcome of the conflicts of interest check, he or she must refer the student’s appeal to the Committee.
- 13.6 The Student Discipline Appeal Committee must adopt procedures consistent with the principles of natural justice including that it must:
- a. Invite the student to submit a written statement in support of the appeal;
  - b. Set a hearing date;
  - c. Notify the student of the due date for any statement and of the hearing date and of their right to be heard in person or through a legal representative and/or to attend with a support person;
  - d. Provide the student with a written record of the minutes of the hearing, and give the student reasonable opportunity to comment in writing on those minutes;
  - e. Make decisions by a majority vote where the chair has a casting vote; but
  - f. May otherwise conduct the hearing of the appeal in a manner that it thinks fit, including by deciding whether to hear the matter afresh and to consider any evidence it thinks fit.
- 13.7 After hearing the appeal, the Student Discipline Appeal Committee must determine the appeal by:
- a. Dismissing the appeal; or
  - b. Allowing the appeal but making modified findings as to misconduct and/or modify the decision on penalty and/or level of penalty; or
  - c. Allowing the appeal and accordingly setting aside the findings as to misconduct and/or penalty and/or level of penalty.
- 13.8 The Student Discipline Appeal Committee’s decision in section 13.7 is final.

**Overview of the Complaint/Investigation Process**

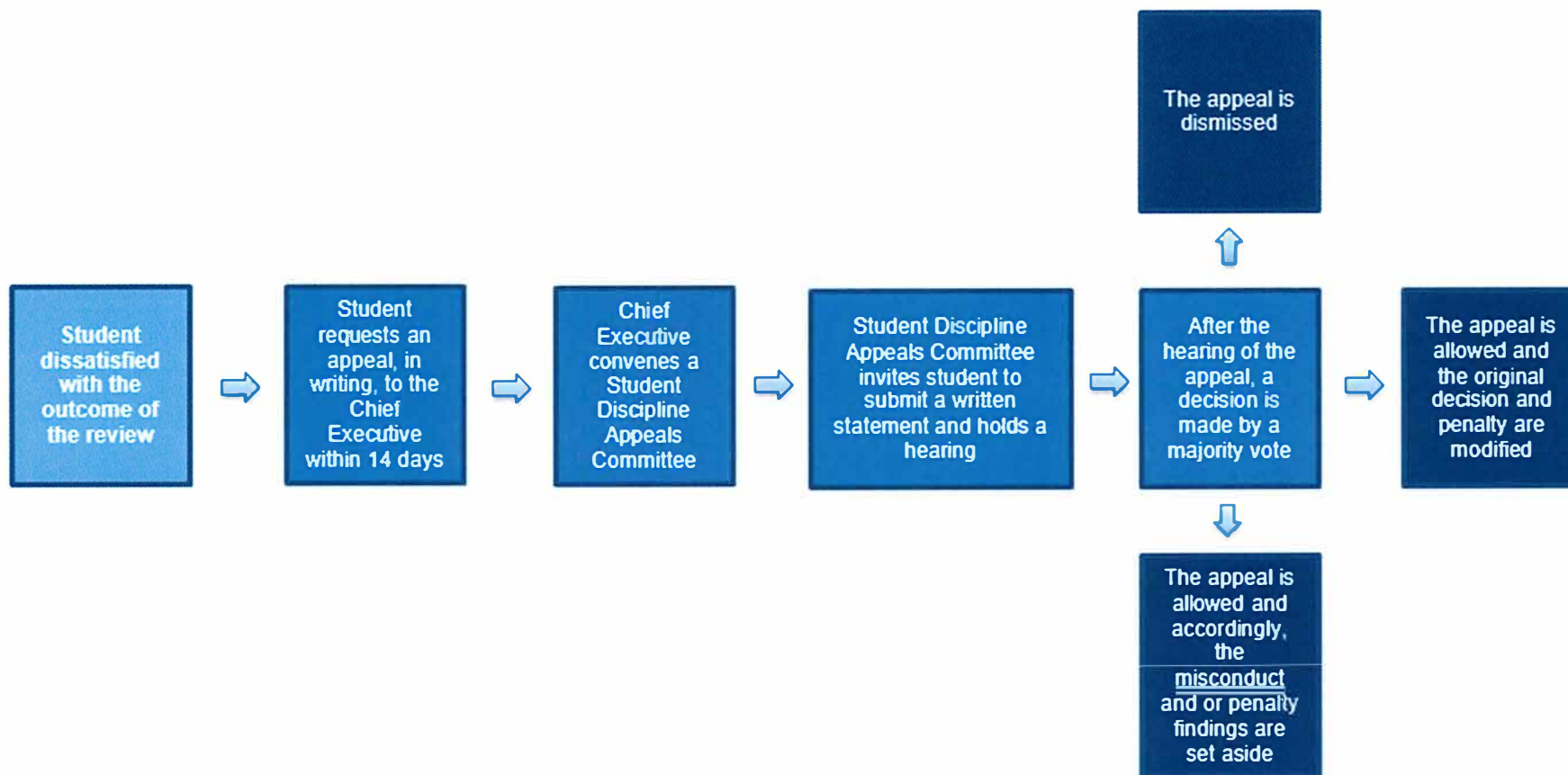


**Right to Request Review of the Decision Process**





Right to an Appeal of the Review Process





## **Student Drug and Alcohol Testing**

### **Reasonable Cause Testing**

Students may be tested for alcohol and drugs where it is believed on reasonable grounds that they are under the influence of alcohol and/or drugs. Reasonable grounds include situations when the behaviour, actions or conduct and/or appearance of a student suggests that they are at risk of impairment.

Examples of behaviour, actions or conduct and/or appearance which may establish reasonable cause for testing include, but are not limited to:

- excessive lateness
- absences often on Monday, Friday or in conjunction with holidays
- increased health problems or complaints about health
- emotional signs – outbursts, anger, aggression
- changes in personality
- changes in alertness – difficulty with attention span, less energy
- changes in appearance – clothing, hair, personal hygiene, skin condition
- involvement in various minor accidents
- going to the bathroom more than normal
- defensive when confronted about behaviour
- dizziness
- slurred speech
- hangovers
- violent behaviour
- impaired motor skills
- bloodshot eyes
- impaired or reduced short term memory
- reduced ability to perform tasks requiring concentration and co-ordination
- intense anxiety or panic attacks
- impairments in learning and memory, perception and judgement
- irritability
- depression
- odour of alcohol or drugs
- an indication of drugs by a drug detection dog or other detection technology

Reasonable grounds testing may also take place where UCOL receives information from a credible source, identifiable to UCOL, relating to an observation of suspected alcohol or drug use by a student which breaches, or has the potential to breach, this Policy.

Reasonable grounds testing may also take place where paraphernalia associated with drug or alcohol use is found on a UCOL campus, which can be reasonably linked to a student.

If a student arrives at any UCOL campus and there is reasonable cause to suspect that they are under the influence of alcohol or drugs, they will be stood down from the work environment and asked to leave the campus immediately.

If there is any doubt whether they are or are not impaired, UCOL will err on the side of caution in that stand down until an investigation has been completed by a senior manager, Head of School or Director. The student agrees that in the interests of safety, this is a reasonable step for UCOL to take.

If impairment is suspected testing will be conducted as soon as possible. If initial testing indicates drugs or alcohol may be present, the student will be stood down while awaiting confirmatory laboratory results.

The student agree that, in the interests of safety and adopting a cautious approach, the threshold for reasonable cause testing will be low. For example, it will not be necessary for a student to have demonstrated intoxication or impairment for reasonable cause testing to be undertaken.

### ***Post Incident Testing***

Any UCOL student involved in an accident, incident or near miss, will be tested for the presence of alcohol or drugs that result in:

- a Notifiable Event to WorkSafe NZ
- an injury requiring treatment by a medical professional
- damage to plant or equipment.
- a near miss that had the potential to have caused harm to themselves or others or loss or damage to property

### **Testing Procedure**

Drug and/or alcohol testing will be carried out at UCOL's expense by an external accredited testing agency chosen by UCOL.

The testing procedures for drugs will be carried out in accordance with the applicable Australian/New Zealand Standard, as defined in this Policy. The method of testing (and therefore the Australian / New Zealand Standard which testing is carried out in accordance with) will be at UCOL's sole discretion.

It may be that UCOL introduces a screening test procedure in the future, to identify the potential presence of drugs or alcohol. An example is oral fluid testing. That test may be used at some stage in the future to identify the presence of drugs or alcohol, which would result in the urine testing set out in this Policy.

A positive test will only be reported by a laboratory accredited under the applicable Australian / New Zealand Standard if confirmed levels of drug or metabolite exceed designated cut-off levels. Cut-off levels will conform to the applicable New Zealand Standard, where such a standard has been issued in relation to the drug concerned.

### **Outcomes of Testing**

Students should note that the test may not measure the degree to which they are under the influence of drugs or alcohol. If a test indicates the presence of drugs or alcohol, then UCOL will presume that the student is at risk of being under the influence of drugs or alcohol in breach of this Policy.

If the alcohol test and the on-site drug screening results are negative, the relationship may continue as usual provided it is determined that further testing is not required.

If the result is positive for alcohol, it will be treated as serious misconduct and may result in the student being subject to Disciplinary Procedures (up to and including cancellation of enrolment). Further, a student will be stood down, from their study, while any investigation process is works through.

If the result for drug(s) provides a “non-negative” screening result or its integrity is suspect, student may be stood down from their study until the confirmed test results are available from the accredited laboratory. If the confirmed result is a positive for drugs, or the specimen integrity is compromised, it will be treated as serious misconduct and may result in the student being subject to Disciplinary Procedures (up to and including cancellation of enrolment). The student will remain stood down from their studies during that process.

If the confirmed result is a negative, the relationship may continue as usual provided it is determined that further testing is not required.

If any student disagrees with an initial non-negative test result then they have the option of having the referee specimen independently retested at another AS/NZS 4308 or AS 4760 (or successor Standard) accredited laboratory, at their own cost.

### **Refusal to Undertake Drug /Alcohol Testing**

If any student refuses to take a drug or alcohol test without valid reason (in UCOL’s sole discretion), it will be treated in the same way as if they had returned a positive result for alcohol and / or drugs, because UCOL will not be able to assess impairment and/or the presence of drugs or alcohol, which presents a health and safety risk.

Therefore, a refusal to undergo testing will be treated as serious misconduct and may result in the student being subject to Disciplinary Procedures. The opportunity to explain the refusal will be given prior to any decisions relating to a Disciplinary Procedure.

### **Attempt to Falsify Tests**

If any student “tamper” with a drug or alcohol test or attempts to falsify or compromise the integrity of a specimen when taking a drug test (for example by providing a specimen that is not his or her own, or by use of a masking agent), or the person conducting the test has reasonable grounds to suspect that the student has tampered with a specimen, it will be considered serious misconduct and it may result in the student being subject to Disciplinary Procedures.

### **Search and Surveillance**

In order to further assist with achieving the purposes of this Policy, UCOL may undertake search and surveillance. In particular:

- UCOL may search any property (including student property) located on any UCOL campus. This may include vehicles, work areas, lockers and storage areas.
- UCOL already operates electronic surveillance equipment within its premises and this may be used when investigating suspected drug and alcohol related activity.
- UCOL may employ specialist drug detection technology and/or a drug detection dog team to conduct inspections within the UCOL campuses.

## APPENDIX I

- If a drug detection dog or other detection technology indicates the possession and/or use of drugs by a student, this will amount to reasonable cause and UCOL may require that person to undergo drug testing in accordance with this policy.

Student agree that they will give their reasonable consent for their personal property to be searched in accordance with this policy.

Any drugs or alcohol found on UCOL campuses will be confiscated and the user will be subject to disciplinary action, up to and including termination of their enrolment. The finding of illicit drugs may also be reported to the Police, at UCOL's sole discretion.