Policy Name:	Membership Code of Conduct		
Approval Date:	17/11/2026	**To Be Reviewed:**	Sept 2027
Approved By:	SU Executive Committee		
Summary	This Code sets out the standards of behaviour expected of all SU members and explains how concerns about member conduct may be addressed.		
Related Policies:	Membership Disciplinary Procedure / Volunteering Policy		

Review and Amendment Log		
Date	**Name / Role**	**Amendments / Action summary**
01/09/2026	Bryony Humphries-Jennings – Director of Membership Services	Full review and redrafting of policy
17/09/2026	Executive Committee	Approval and noting of policy

1. Introduction

1.1. At Cardiff Met Students' Union (the SU), we believe that every student should be able to participate, belong and enjoy their student experience in an environment where they are treated with dignity and respect.
1.2. Being student-led means creating a community where everyone can participate safely, confidently and equally.
1.3. This Code sets out the standards of behaviour expected of all SU members.

2. Purpose and Scope

2.1. This Code of Conduct establishes the minimum standards of behaviour expected of members of Cardiff Met Students' Union.
2.2. For the purposes of this Code, a member is:
2.2.1. any student who is a member of the SU through their membership of Cardiff Metropolitan University; and
2.2.2. any member of a Club, Society or other student group operated by, affiliated to or recognised by the SU.
2.3. Membership of the SU is continuous. A member remains a member of the SU at all times for the duration of their membership and is expected to uphold the standards set out in this Code, whether or not they are actively participating in an SU, Club, or Society activity at that particular time.
2.4. The Code therefore applies to members when:
2.4.1. participating in SU activities, events, trips, competitions or meetings;
2.4.2. participating in Clubs, Societies or other student-group activities;
2.4.3. representing the SU or Cardiff Metropolitan University;
2.4.4. attending or spectating at sporting or other events;
2.4.5. attending social activities, gatherings or nights out with other members;
2.4.6. using SU facilities, services, funds or resources; or
2.4.7. otherwise engaging in conduct as a member of the SU, a Club, Society or other student group.
2.5. This list is not exhaustive. Members do not cease to be members of the SU, or cease to be representatives of the SU or University, simply because they are not actively participating in an organised SU, Club, or Society activity at the time.
2.6. Where a member's behaviour or conduct is considered to be inconsistent with this Code, it may be reviewed and followed up in accordance with the appropriate SU policy or procedure.
2.7. The Code applies to behaviour both in person and online, including social media, messaging platforms, group chats, and other digital spaces connected with SU membership or activities.

2.8. This Code operates alongside relevant SU and Cardiff Metropolitan University policies, procedures, regulations, and applicable law.

3. Expected Standards of Behaviour

3.1. All members are expected to:

3.1.1. Treat students, SU staff, University staff, volunteers, visitors, members of the public, and other members of the SU with dignity, respect, and courtesy.

3.1.2. Contribute to an inclusive, welcoming, and safe environment for everyone.

3.1.3. Respect the rights, privacy, personal space, and reasonable boundaries of others.

3.1.4. Behave responsibly and consider the impact of their behaviour on other people and the wider community.

3.1.5. Follow reasonable instructions from SU staff, elected officers or authorised representatives where these relate to safety, the proper operation of SU activities, or the use of SU facilities.

3.1.6. Take reasonable care of SU, University and other people's property and facilities.

3.1.7. Raise serious concerns about the health, safety, or welfare of another member where it is reasonable and appropriate to do so.

4. Unacceptable Behaviour

4.1. The following are examples of behaviour that may constitute misconduct under this Code:

4.1.1. Threatening, abusive, intimidating, offensive, degrading, or otherwise seriously inappropriate behaviour.

4.1.2. Bullying, harassment, or unwanted conduct which violates another person's dignity, or creates an intimidating, hostile, degrading, humiliating, or offensive environment.

4.1.3. Sexual harassment, sexual misconduct, or other unwanted sexual behaviour. Sexual comments, messages, images, contact, or behaviour may constitute misconduct where they are unwanted, inappropriate, coercive, exploitative or otherwise breach this Code.

4.1.4. Discrimination or harassment relating to a protected characteristic under the Equality Act 2010, or victimisation of someone because they have raised or supported a concern or complaint.

4.1.5. Violence, assault, physical intimidation, or threatening physical behaviour.

4.1.6. Stalking, persistent unwanted contact, or other behaviour which causes another person to reasonably fear for their safety or wellbeing.

4.1.7. Deliberately or recklessly causing significant damage to, loss of, or unauthorised removal or use of SU, University, or another person's property.
4.1.8. Possessing, supplying, or using illegal drugs or other prohibited substances, or possessing weapons, or other prohibited items, where this is contrary to the law or applicable SU or University rules.
4.1.9. Behaviour which constitutes a criminal offence.
4.1.10. Serious or persistent breaches of SU policies, procedures, regulations or the rules of a Club, Society, or other student group.
4.1.11. Misusing SU membership, a position of responsibility, student-group role, funding, facilities, systems, or access in order to intimidate, exploit, disadvantage, or unfairly benefit themselves or another person.
4.1.12. Knowingly providing false or misleading information as part of an SU process, or deliberately making a malicious or knowingly false allegation.
4.1.13. Retaliating against, intimidating or attempting to disadvantage someone because they have raised a concern, made a complaint, participated in an investigation, or supported another person.
4.1.14. Serious or repeated behaviour online which would constitute misconduct under this Code if it occurred in person, or which has a clear and significant impact on the SU community.
4.1.15. This list is not exhaustive, and the SU reserves the right to consider, investigate, and take appropriate action in relation to any behaviour or conduct which it reasonably considers may breach this Code, whether or not that behaviour is specifically described in this section.

5. Equality, Inclusion, and Respect

5.1. The SU is committed to equality, diversity, and inclusion and to ensuring that all members have the opportunity to participate in student life.
5.2. Members must not discriminate against, harass or victimise another person because of a protected characteristic under the Equality Act 2010, or because of any other personal characteristic or circumstance where such behaviour is contrary to this Code.
5.3. Members should be aware that behaviour can affect people differently. When considering a concern, the SU may take account of the nature and impact of the behaviour, its context, intent, frequency, and any relevant power imbalance.
5.4. The SU will seek to make reasonable adjustments to its processes where required to enable members to participate fairly.

6. Clubs, Societies, and Student Groups

6.1. In addition to the standards set out above, members of SU Clubs, Societies, and other student groups are expected to:

6.1.1. Comply with the SU's requirements for the establishment, management, and operation of student groups, including requirements relating to membership, finance, data protection, health and safety, and the use of SU facilities.

6.1.2. Maintain an inclusive and welcoming environment for members and prospective members.

6.1.3. Not use peer pressure, coercion, humiliation, or intimidation to encourage participation in activities or events.

6.1.4. Not organise, participate in or promote initiation ceremonies or activities involving coercion, humiliation, excessive alcohol consumption, physical risk, sexual activity, or other inappropriate or unsafe behaviour.

6.1.5. Take reasonable steps to ensure that social activities and events are conducted safely and responsibly.

6.1.6. Not use alcohol or intoxication as a means of pressuring, controlling or encouraging another person to participate in an activity.

6.1.7. Compete with good sportsmanship when representing the SU or Cardiff Metropolitan University in sporting competition.

6.1.8. Follow the rules and regulations governing the relevant sport, competition, or activity.

6.1.9. Consider the impact of activities and events on other students, staff and the local community.

6.1.10. Report serious concerns relating to the health, safety, or welfare of group members through the appropriate SU channels.

6.2. As well as standard compliance with the Code of Conduct, individuals in positions of responsibility (including, but not limited to, Committee Members, Coaches, Elected or Standing Representatives), are expected to also adhere to the following:

6.2.1. Members holding elected, representative, committee, volunteering, coaching or other positions of responsibility are expected to act with integrity and recognise the additional responsibilities associated with their role.

6.2.2. A position of responsibility must not be used to intimidate, pressure, exploit, discriminate, against or unfairly disadvantage another member.

6.2.3. Members in positions of responsibility must comply with any additional requirements, training, or codes applicable to their role.

6.2.3.1. This includes responding to correspondence and submitting relevant paperwork relating to the wider group's administration, and health and safety, which must be completed within the deadlines set out by the relevant SU administrators.

6.2.4. Holding a position of responsibility does not give a member greater entitlement to SU services, resources, or decision-making authority than provided by the relevant role.

7. Criminal Convictions and Legal Matters

7.1. The SU may require a member to provide relevant information about a criminal conviction, caution, restriction, court order, or other legal matter where this is necessary and proportionate in relation to a particular SU role, activity, safeguarding responsibility, or identified risk.

7.2. Where disclosure is required, the SU will explain what information is required and why it is necessary.

7.3. Information concerning criminal allegations, proceedings or convictions will be handled in accordance with applicable data protection requirements and the SU's privacy arrangements.

7.4. A criminal allegation or conviction will not automatically constitute a breach of this Code. The relevance, seriousness, circumstances, and potential impact on the SU community or a particular role or activity may be considered where appropriate.

8. Breaches of the Code

8.1. Where there is a concern that a member has breached this Code, the concern will be considered in accordance with the SU's Membership Disciplinary Procedure, or another relevant SU procedure, as appropriate.

8.2. The Membership Disciplinary Procedure sets out how concerns are reported, assessed, and investigated, including relevant timescales, opportunities for members to respond, and the support available to those involved.

8.3. Where appropriate, a matter may also be considered under another SU policy or procedure, and/or referred to Cardiff Metropolitan University, the police, and/or another appropriate organisation.

8.4. Members are encouraged to raise concerns in good faith. No member should be disadvantaged or subjected to retaliation for raising a genuine concern or participating appropriately in an SU process.

9. Review and Ownership

9.1. This Code will be reviewed annually to ensure that it remains appropriate, effective and consistent with applicable legislation, good practice, and the SU's strategic priorities.