



**LEIDEN UNIVERSITY
CODE OF CONDUCT ON STANDARDS OF BEHAVIOUR
BETWEEN LECTURERS AND STUDENTS**

Preamble

This code of conduct is intended as a framework for creating a good, safe and stimulating work and study environment within Leiden University, whereby lecturers and students behave respectfully towards one another and mutual acceptance and trust are important values. In order to create and maintain such an environment, it is important to establish a number of guidelines relating to proper standards of behaviour between lecturers and students. This code of conduct formulates the expectations of Leiden University with regard to such standards of behaviour.

The code of conduct is one element of the policy applied by the University in the context of providing a safe and non-discriminatory work and study environment. Further instruments employed by the University to this end include the Complaints Procedure on (Sexual) Intimidation, Aggression, Violence and Discrimination (hereafter referred to as the 'Complaints Procedure') and the related Code of Conduct.

There is also the policy on sexual offences against under-age students, that sets out the procedure to be followed in the event that the Executive Board is made aware of a possible sexual offence against an under-age student.

Definition of terminology

Proper standards of behaviour: standards of behaviour and conduct experienced as desirable or proper in general social contacts.

Undesirable behaviour: behaviour experienced in general social contacts as unwanted or improper. Undesirable behaviour in particular includes (sexual) harassment, aggression, violence and discrimination. These last forms of undesirable behaviour are further set out in the Complaints Procedure.

Lecturers: all staff, including student counsellors, PhD researchers, student assistants, trainees, temporary staff and visiting staff who teach or supervise students, including individually, or assess their performance.

Students: all those who follow educational programmes, including PhD programmes, at Leiden University.

Scope

This Code of Conduct applies to all contacts between lecturers and students of Leiden University, both those contacts which take place in the context of professional activities or study activities, and those which take place outside these contexts.



Proper standards of behaviour and avoiding undesirable behaviour

Lecturers and students will at all times demonstrate proper behaviour in their contacts with one another.

Treating one another in a respectful manner is a primary requirement of this behaviour. Lecturers and students should show particular respect for differences relating to ethnic or national origins, religious convictions, gender, sexual preferences and handicaps.

Lecturers and students will refrain from any undesirable behaviour, in particular (sexual) harassment, aggression, violence and discrimination. The Complaints Regulation and the relevant Code of Conduct apply to these last forms of undesirable behaviour.

Lecturers will be aware of their exemplary role and will promote the standards of behaviour prescribed in the code of conduct, both in word and deed.

Lecturers will observe the necessary detachment in their relations with individual students and will keep these relations on a professional basis. They will not abuse the (confidential) relationship which exists between lecturers and students.

In their relations with students, lecturers will be mindful of the disparity of their relationship in terms of dependence and authority.

Lecturers and students will ensure that all forms of mixing personal and professional relationships are avoided. Should a relationship of a personal or intimate nature develop between a lecturer and student, the lecturer will ensure that he/she is not required to assess the student's study or research performance, nor to take decisions of any other nature regarding the student. The lecturer will inform his direct supervisor regarding the existence of the relationship.

Lecturers will avoid personal contact with individual students in situations or in places where this could give rise to the semblance of (sexual) harassment or abuse of power.

Lecturers and students should raise the issue of undesirable behaviour where necessary and alert one another to any (possible) incidence of such behaviour.

Effective date

This code of conduct takes effect from 1 September 2008.



Date adopted

Adopted by the Executive Board on 15 July 2008, following the advice of the University Council on 26 June 2008.

Adopted by the Executive Board on 19 October 2010, following the advice of the University Council on 5 October 2010.

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