

Taikura – Quality Management System

A5-R1 Student Rights and Responsibilities

1. Introduction

- 1.1 The institutions promote lifelong learning and are committed to working with students to provide a quality educational experience in accordance with the expectations of *T2-R1 Our Commitment to Learning*.
- 1.2 These Regulations set out the rights and responsibilities of students to support their own learning and to maintain a safe learning environment.
- 1.3 The Regulations are consistent with current legislation.

2. Scope

- 2.1 These regulations apply to all students enrolled at the institutions, on or off campus, participating in any course related activities, and any other student activity or conduct which could impact on the institutions' operations or reputation.
- 2.2 When required, disciplinary action is intended to be primarily educative and then to discourage recurrence. The institutions reserve the right to address any specific situation as is considered appropriate.

3. Students Rights

Students have the right to:

- 3.1 Competent, professional and effective teaching
- 3.2 Current and relevant teaching content
- 3.3 Regular, prompt and constructive feedback
- 3.4 Fair, valid and reliable assessment
- 3.5 A consistent learning experience with a reasonable workload
- 3.6 Opportunity to give feedback on the teaching, programme and student experience
- 3.7 Be treated with fairness, dignity and respect by staff and other students in accordance with the principles of te Tiriti o Waitangi and natural justice
- 3.8 A safe, secure and inclusive environment in which all staff and students can flourish and be valued
- 3.9 Freedom from intimidation, violence, bullying, cyber-bullying, unreasonable disruption, unlawful discrimination, or any harassment
- 3.10 Trustworthy handling and retention of personal confidential information while at any campus or while engaged in institutional activities
- 3.11 Access to appropriate and sufficient learning spaces and resources
- 3.12 Access to appropriate academic, health, welfare, cultural and pastoral support
- 3.13 A safe, clean and healthy working environment
- 3.14 Access to Regulations and Procedures that affect students, including those for dealing with student concerns and complaints, at the commencement of their studies

- 3.15 Access to their student record
- 3.16 Representation on the Academic Board

4. Student Responsibilities

Students:

- 4.1 Prepare for and actively participate in learning events
- 4.2 Build and sustain the learning environment by giving and receiving constructive feedback
- 4.3 Maximise learning by willingly learning independently, experientially and collaboratively
- 4.4 Contribute positively to the learning experience of others
- 4.5 Be truthful and trustworthy
- 4.6 Respect the dignity and rights of all members of the campus
- 4.7 Apply te Tiriti o Waitangi and institutional values in daily practice
- 4.8 Respect the environment and property of staff, students, visitors and residential neighbours
- 4.9 Contribute to an environment that is free from intimidation, violence, bullying, unreasonable disruption, unlawful discrimination, or any harassment of other students, staff or any member of the public
- 4.10 Maintain privacy of confidential information while at any campus or while engaged in institutional activities
- 4.11 Keep campus buildings and grounds smoke free
- 4.12 While on any campus or undertaking any institutional activities be free from the influence of:
 - a) Any drug that is not lawfully prescribed for that student
 - b) Alcohol, except where it has been expressly permitted
- 4.13 Maintain a safe and healthy working environment whether on campus or studying off-site
- 4.14 Advise of any need that may require additional health and safety support
- 4.15 Carry a student identification card while on campus
- 4.16 Comply with safety rules and procedures including fire and emergency evacuation procedures
- 4.17 Notify a staff member as soon as possible of any actual or potential hazards, incidents, accidents or emergency situations on any campus or in relation to any institutional activity or course

Information and Communication Technology

- 4.18 Ensure activities on their own network accounts meet the standards of conduct appropriate to an educational institution.
- 4.19 Use their network accounts or permitted institution systems or hardware exclusively for their own use; they must not:
 - a) Copy, modify or install software without authority
 - b) Infringe copyright regulations or any intellectual property
 - c) Access, obtain, alter, add or erase data without proper authority
 - d) Disable or make unusable institution-owned ICT equipment or software
 - e) Incur cost to the institution or anyone else, except where prior express authority is obtained
 - f) Use electronic or online communication such as email, video conference, instant messaging, learning management systems such as Moodle, other collaboration tools or social media (including but not limited to Twitter, Facebook and other internet functions or sites) in a manner which:
 - o brings or is likely to bring the institutions into disrepute
 - o breaches the Harmful Digital Communications Act 2015 (such as cyber bullying, or harassment)

- g) Access, store, view, publish or distribute material which is objectionable, or offensive or otherwise inappropriate in an educational institute
- h) Permit anyone else to use their network accounts or any institution system or hardware

5. Links

5.1 The relevant legislation includes the following (together with any amendments or re-enactments):

- a) The Treaty of Waitangi Act 1975
- b) Misuse of Drugs Act 1975
- c) Official Information Act 1982
- d) Sale of Liquor Act 1989
- e) The Education Act 1989
- f) New Zealand Bill of Rights Act 1990
- g) Health and Safety at Work Act 2015
- h) Film, Videos and Publication Classification Act 1993
- i) Human Rights Act 1993
- j) Privacy Act 1993
- k) Copyright Act 1994
- l) Harassment Act 1997
- m) Copyright Infringement File Sharing Amendment Act 2011
- n) Harmful Digital Communications Act 2015

5.2 Principles of te Tiriti o Waitangi

<http://www.teara.govt.nz/en/principles-of-the-treaty-of-waitangi-nqa-matapono-o-te-tiriti>

5.3 Relevant Taikura documents include:

- *A4-P8 Academic Integrity Procedures*
- *A5-P1 Student Conduct Procedures*