

## Disciplinary Advice Note for Students (COVID Health and Safety Concerns)

### Background

1. The LSE takes the health and safety of all its community very seriously and to help keep everyone safe during the ongoing COVID-19 pandemic, it has introduced a [Student Code for a COVID-Secure Campus](#). This comprises part of the suite of temporary rules and regulations the School is putting in place for the 2020-21 academic year to ensure a safe learning and social experience for students. It provides further guidance and details on how, as a responsible member of the LSE community, you are expected to conduct yourself in order to help maintain your community's health.
2. By agreeing to the School's [Conditions of Registration](#) and its 2020/21 [Addendum](#) during your registration/re-registration you agreed to abide by the School's Regulations, including the Code and the [Disciplinary Procedure for Students](#), and to abide by the latest UK Government advice to ensure that you are safe whilst on campus. This includes wearing a facemask and may include asking you to self-isolate or quarantine for specific periods in accordance with UK Government guidance in effect at a particular time. The success of all our planning for the coming academic year rests with each member of our community consistently taking steps to help keep themselves and our community safe.
3. Similarly, if you are living in a Hall of residence, either LSE owned or owned by a third party, you are bound by the LSE Conditions of Registration and by your licence agreement. When you are in the Hall, you will be expected to behave appropriately and follow all the relevant health and safety guidance regarding COVID-19 and abide by the LSE Student Accommodation Disciplinary Code.

### Compliance

4. If you are concerned that another student is not behaving in a 'COVID safe' way, please bear in mind the following:
  - a. They may have simply forgotten to put their facemask on rather than being unwilling to do so. If you feel comfortable doing so, please politely remind the person of the facemask wearing requirements;
  - b. Some students and staff members will be exempt from wearing a facemask. If you are exempt, you must register this with the Disability and Wellbeing Service, otherwise you will be expected to wear a facemask
5. If you want to report your concern regarding another student's behaviour whilst on campus, you should do so by contacting the School's Senior Advocate for Students, Pete Evanson ([p.evanson@lse.ac.uk](mailto:p.evanson@lse.ac.uk))
6. If you want to report your concern regarding another student's behaviour in Halls, you should do so by emailing [residential.life@lse.ac.uk](mailto:residential.life@lse.ac.uk)

### Disciplinary Action

7. If you fail to behave in a 'COVID safe way'; for example, by not wearing a facemask in an appropriate area, you may be subject to the School's [Disciplinary Procedures](#) and what follows is an indicative guide as to how breaches of the expectations set out Code and/or Addendum will be dealt with.

Informal Stage (1)	
Misconduct	Potential Penalty
<ul style="list-style-type: none"> <li>• First occurrence of any COVID-19 breach of conduct; e.g. not wearing a facemask in a designated area, not observing appropriate social distancing etc.</li> </ul>	A written warning
Informal Stage (2)	
Misconduct	Potential Penalty
<ul style="list-style-type: none"> <li>• Second occurrence of any COVID-19 breach of conduct; e.g. not wearing a facemask in a designated area, not observing appropriate social distancing etc,</li> <li>• Organising/hosting a gathering/party where the numbers present exceed the LSE or UK government guidelines on numbers;</li> <li>• Failure to Self-isolate or quarantine.</li> </ul>	A formal warning, training, fine (which is not likely to be less than £50 and not likely to be more than £250), a formal written apology, suspension/exclusion/restrictions/conditions imposed on student
Formal Stage of the Disciplinary Procedures: Investigated on behalf of the School Secretary	
Misconduct	Potential Penalty
<ul style="list-style-type: none"> <li>• Third occurrence of any COVID-19 breach of conduct; e.g. not wearing a facemask in a designated area, not observing appropriate social distancing etc,</li> <li>• Organising/hosting a gathering/party for the second time where the numbers present exceed the LSE or UK government guidelines on numbers;</li> <li>• Failure to Self-isolate or quarantine for a second time</li> </ul>	As per the Disciplinary Procedures, outcomes may include, but are not limited to: Expulsion, Suspension, Restrictions/Conditions placed on the student, Training, Formal warning, Fine, Formal written apology, An Order of Service for a specified period

8. The stage at which the breach is considered and/or the penalty applied may not in all instances correspond with the indicative list above, as any mitigating and/or aggravating

factors will be taken into consideration as part of the decision-making process. For example, if an incident is a serious disciplinary matter, it may be progressed immediately at the formal stage.

9. If you are found to have breached the School's Procedures, a record will be kept on file and may be referred to, and taken into consideration, in any future disciplinary matter.
10. In accordance with the Disciplinary Procedures for Students, the School may take precautionary measures during an investigation to prevent students from accessing either part or all of the School Premises, facilities or events. Such measures should not be taken as an indication of guilt.
11. Any failure to comply with the reasonable instructions provided by the School or by any individual or body authorised to act on behalf of the School, which includes complying with reasonable requests, following directions and responding to questions asked by staff, may be treated as an aggravating factor and/or an additional breach of the Disciplinary Procedures.

Published 6 October 2020