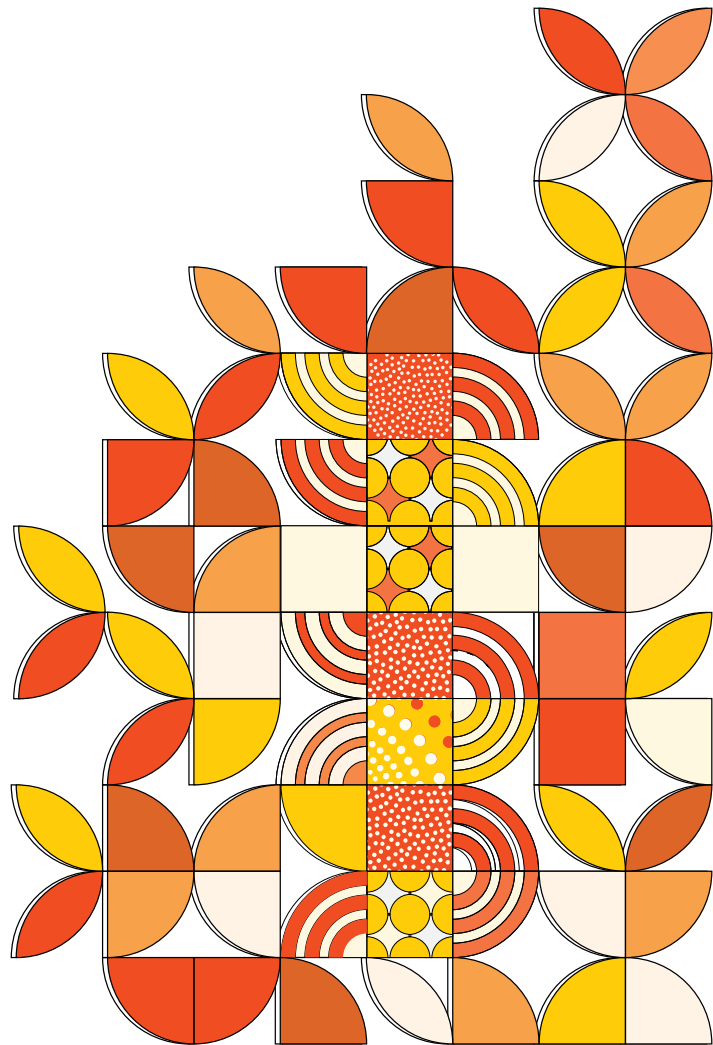


Student Non-Academic Misconduct Policy



SECTION 1

Purpose

1. The purpose of the Student Non-Academic Misconduct Policy is to uphold the wellbeing and safety of all students at the Institute of Health and Management's (IHM's), and to clearly define behaviours that constitute non-academic misconduct by students against the IHM community.
2. This Policy sets out principles for managing non-academic misconduct in a fair, transparent, and consistent manner, in line with the IHM's student code of conduct and national higher education standards and ensures compliance with legal and regulatory requirements.

Scope

3. This Policy applies to the entire IHM community, including students across campuses, learning sites, online platforms, and study modes. It covers current, former, and prospective students in relation to alleged incidents of non-academic misconduct.
4. This Policy does not apply to:
 - 4.1 Academic misconduct, which is managed under the Academic Honesty and Integrity Policy and Procedure.
 - 4.2 Allegations of sexual assault or sexual harassment, managed under the Sexual Assault and Harassment Prevention and Response Policy and Procedure.
 - 4.3 Bullying and harassment, which are managed under the Bullying and Harassment Prevention Policy and Procedure.
 - 4.4 Student complaints, which are managed under the Student Complaints and Appeals Policy and Procedure (unless they involve student non-academic misconduct).
 - 4.5 Misconduct by staff members, which is managed under the Staff Code of Conduct and related policies.
5. This Policy should be read in conjunction with the IHM Academic Honesty and Integrity Policy and Procedure, Student Code of Conduct and Student Code of Conduct Implementation Guidelines.

Definitions

6. **'IHM community'** includes all students, staff, visitors to campuses, and members of the public who are interacting, in an official capacity, with IHM in person, in writing, or online.
7. **'Non-academic misconduct'** is a misconduct of non-academic nature and is incompatible with the standards of manner and etiquette required of a student at IHM, which may include but are not limited to:
 - 7.1 Aggressive behaviour on campus, at learning sites, online platforms, or at/during off-campus activities such as placements, excursions, or events where students represent IHM.

- 7.2 Conduct that affects the safety, wellbeing, or rights of others.
- 7.3 Conduct that disrupts IHM operations or damages its reputation or is a breach of any IHM policy.
- 7.4 Acting dishonestly, including providing fraudulent or misleading documentation in relation to an application for admission.
- 7.5 Knowingly making any false or misleading representation about things that concern the IHM student.
- 7.6 Prejudicing the academic standing of IHM or its good order and government.
- 7.7 Unacceptable behaviour to academics, staff, or visitors of IHM, including the breach of the confidentiality of others and the freedom of other persons to pursue their studies or carry out their functions.
- 7.8 Harassing or engaging in any other form of improper or discriminatory behaviour towards another student, a staff member, or a visitor of IHM.
- 7.9 Refusing to identify himself or herself when a student is asked lawfully to do so by an designated personnel of IHM.
- 8. 'Student', for the purposes of investigation of any breach of this Policy (non-academic misconduct), includes an individual who was a student at the time the breach occurred, regardless of their student status at the time when proceedings are initiated or concluded.
- 9. Definitions of other terms relevant to this Policy are presented in the [Glossary of Terms](#).

Suite documents

- 10. This Policy is linked to the following Procedure:
 - 10.1 Student Non-Academic Misconduct Procedure.

SECTION 2

Policy Principles

- 11. IHM is committed to providing a safe, respectful, and inclusive learning environment that supports the well-being of all students, staff, and all relevant stakeholders.
- 12. IHM promotes positive relationships and ensures that non-academic misconduct is addressed promptly, fairly, and in accordance with institutional policies and the law.
- 13. IHM's commitments include, but are not limited to:
 - 13.1 Ensuring students, staff and relevant personnel are aware of and comply with the Student Code of Conduct and related policies.
 - 13.2 Maintaining effective procedures for responding to non-academic misconduct.

- 13.3 Recording, monitoring, and reviewing incidents to improve practices.
- 13.4 Working collaboratively to resolve incidents of non-academic misconduct promptly and fairly.

Classification of Non-Academic Misconduct

14. Misconduct is classified as either General Non-Academic Misconduct or Serious Non-Academic Misconduct.

15. General Non-Academic Misconduct

16.1 General non-academic misconduct refers to less severe breaches of IHM's student code of conduct and standards, often arising from inappropriate, careless, or first-time behaviour that disrupts others or contravenes minor rules. Examples include, but are not limited to:

- 16.1.1 Minor disturbances in class, online, or at IHM activities that interfere with learning or teaching.
- 16.1.2 Immature, disruptive, or offensive behaviour in IHM venues or activities.
- 16.1.3 First instances of breaking or disregarding IHM rules or the Student Code of Conduct (excluded serious misconduct).
- 16.1.4 Unsafe behaviour that does not create a serious risk to others.
- 16.1.5 Behaviour that unintentionally causes offence or unacceptable disturbances to others.

16. Serious Non-Academic Misconduct

17.1 Serious non-academic misconduct involves significant or repeated breaches that endanger safety, well-being, property, or IHM's reputation, or that involve unlawful or intentionally deceptive conduct. Examples include but are not limited to:

- 17.1.1 Repeated or significant disruption during learning or IHM activities.
- 17.1.2 Showing deliberate disrespect or hostility towards staff, students, or visitors.
- 17.1.3 Assault, or aggressive behaviour in any IHM context.
- 17.1.4 Conduct creating a high-magnitude risk to health, safety, security, finances, reputation, or compliance obligations, as defined in IHM's Risk Management Framework.
- 17.1.5 Theft, vandalism, or intentional damage to IHM or personal property.
- 17.1.6 Attending IHM activities under the influence of, or in possession of, alcohol, drugs, or prohibited substances.
- 17.1.7 Possession of weapons or dangerous items on campus, placements, or IHM activities.
- 17.1.8 Discrimination or vilification based on age, gender, gender identity, sexual orientation, marital or parental status, pregnancy, breastfeeding, race, ethnicity, religion, disability, or health status.

17.1.9 Fraudulent or deliberately deceptive activity, including falsifying documents or providing false information.

17.1.10 Smoking on IHM property outside designated areas.

17.1.11 Consuming alcohol on IHM property without authorisation.

Investigation and Resolution

17. All allegations will be investigated and complaints resolved in line with the Student Non-Academic Misconduct Procedure with procedural fairness.

18. Students have the right to appeal any decision made under this policy in accordance with the Student Complaints and Appeals Policy and Procedure.

Confidentiality

19. All investigations will be conducted with strict confidentiality, and all parties concerned have the right to privacy and confidentiality.

Reporting

20. Where non-academic misconduct allegations involve international students, IHM will also comply with all reporting obligations under the ESOS Act 2000 and National Code 2018.

21. Any allegation that involves a potential breach of criminal law will be immediately referred to the police or relevant authority.

SECTION 3

Associated information

Related Internal Documents	<ul style="list-style-type: none"> • Academic Honesty and Integrity Policy • Academic Honesty and Integrity Procedure • Access and Equity Policy • Access and Equity Procedure • Accessibility Policy • Accessibility Procedure • Bullying and Harassment Prevention Policy • Bullying and Harassment Prevention Procedure • Sexual Assault and Harassment Prevention and Response Policy • Sexual Assault and Harassment Prevention and Response Procedure • Student Code of Conduct • Student Code of Conduct Implementation Guidelines • Student Complaints and Appeals Policy
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	<ul style="list-style-type: none"> • Student Complaints and Appeals Procedure • Student Non-Academic Misconduct Procedure
Related Legislation, Standards, and Codes	<ul style="list-style-type: none"> • Tertiary Education and Quality Standards Agency Act 2011 • Higher Education Standards Framework (Threshold Standards) 2021, Domain 1 (Student Participation and Attainment), Domain 6 (Governance and Accountability) • Education Services for Overseas Students Act 2000 (ESOS Act) • National Code of Practice for Providers of Education and Training to Overseas Students 2018 (National Code) Standard 3: Formalisation of enrolment and written agreements Standard 6: Overseas student support services Standard 8: Overseas student visa requirements Standard 10: Complaints and appeals • Privacy Act 1988 (Cth) and the Australian Privacy Principles • Racial Discrimination Act 1975 (Cth) • Disability Discrimination Act 1992 (Cth) • Disability Standards for Education 2005 (DSE) • Age Discrimination Act 2004 (Cth) • Other relevant legislation applicable in each State where IHM operates
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Responsibility for implementation	Academic Dean
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Change History

Version Control		Version 4.0
Change Summary	Date	Short description of change, including version number, changes, who considered, approved, etc.
Version 3.0	14/05/2021	Policy and Procedure are now in two separate documents. Feedback from Wells Advisory was accepted and incorporated. Definitions have been added. Minor editorial changes have been made. Version 2 approved by the Academic Board on 2 nd June 2021.
Version 3.1	23/11/2023	The definitions have been relocated to the IHM glossary, and the template has been updated.
Version 4.0	15/09/2025	<ul style="list-style-type: none"> • Updated in the new template and logo, and a full review after the life cycle, replaced the Student Misconduct Policy with the Student Non-Academic Misconduct Policy.