Code of Conduct

Our Values

Mission is at the heart of all we do. As we pursue our calling as a college, we want to be characterised by these values:

- *Prayerful* – responding to divine calling; waiting on God's wisdom and grace; giving thanks always for God's gifts to us.
- *Collaborative* – partnering with Anglican Dioceses, Baptist Associations and other denominations, resource churches, and other colleges to build capacity for Christian ministry and mission in our region; staff and students working and learning alongside one another to co-create a loving, hospitable and empowering learning community.
- *Courageous* – hopeful and bold in sharing the Good News and building up the people of God; supporting unexpected callings in a culture of risk-taking and responsible teamwork; daring greatly in honest relationships with one another.
- *Pioneering* – creative participation in God's mission; pursuing new things with permission to experiment, to fail and to learn so as to grow; freedom to explore innovative approaches to training, learning and discipleship

In light of these values, this code of conduct applies to all staff and students of the College. It applies whenever we are engaged in work or study associated with the College, and in all our interactions with one another whether they are remote or in person.

1. We will demonstrate respect and courtesy towards one another by:
    - allowing one another time to think and speak
    - listening attentively in order to understand rather than reply
    - using our language carefully seeking to ensure that we do not offend or incite offence
    - adhering to appropriate boundaries in our interpersonal relationships
    - respecting the views of others and so disagreeing well with grace and humility
    - respecting confidential information, including that shared as part of class / formational activities
    - refraining from all forms of harassment, bullying or violence, calling out those that engage in such behaviours, and standing as an ally with those who are so victimised

2. We will practice integrity in all we do by:
    - speaking truthfully about ourselves and others
    - refraining from all forms of academic misconduct
    - applying ourselves diligently to our work and study
    - living out these values and principles outside of College and in particular in how we communicate on social media

3. We will foster a safe, supportive and hospitable environment for all by:
    - never acting in a manner that causes alarm or distress for others
    - failing to report the unsafe behaviour of others
    - never attending work or teaching under the influence of drugs and / or alcohol
    - helping one another as we are able
    - showing compassion and concern for all

4. We will show respect for the institutions in which we are involved by:
    - respecting and adhering to all the rules and regulations of St Hild, YTEP and our placement churches
    - never acting in a way that brings St Hild, YTEP or our placement churches into disrepute

Appendix 2 – Learning Framework

This is what we expect of you:

Participating in a community of mutual support

St Hild is a community that we make together. In study sessions, shared prayer and worship, please honour the needs of others as well as your own. Please maintain discretion and confidentiality: discussions during study may include matters that are not for sharing or comment outside the group.

We hope you will share your relevant expertise, so that we can all learn from one another; it is as important to share your questions as your answers. We hope you will pray for other members of our community, and play your part in the practical areas of our shared life.

We support one another by regular two-way feedback, both formal and informal: let us know how we're doing in making the course work for you, and take time to reflect on any feedback we give you.

Managing your time

Study and training is demanding: you will need to manage your diary carefully, including

- Attending all study sessions and residentials as set out on your Student Pathway. (If absence is unavoidable, you should contact your centre administrator for permission, and copy in the relevant session tutor and Centre Head).
- Submitting work to deadline for assessment. (Where it is necessary to seek an extended deadline, download the extension request form from our Moodle homepage, fill it in and send to your centre administrator.)
- Cutting back as necessary on commitments in your home church.
- Scheduling in enough time for rest by yourself, with God and with family & friends.

Academic Regulations

If you are studying for an academic award from Durham University, you are bound by the Regulations and grievance procedures of the University. For full details of all our policies please consult the St Hild Student Home Page (on Moodle) and the YTEP (**) Student Handbook.

This is what you can expect of us:

Individual Support

We aim to help you flourish as you prepare for a new phase in your discipleship and mission.

Your Centre Head is always available for consultation on matters of concern in your training; you can also draw on a core tutor or personal tutor, and module tutors for advice. Chaplaincy support is available in Mirfield from the brothers of the Community of the Resurrection. In addition to online study resources and access to theological libraries, you may access study-skills support as necessary.

St Hild staff and our partners across the region will keep you in their prayers.

Feedback on your academic and formational work

We will offer regular informal and formal feedback on your progress.

We aim to return feedback on work submitted for assessment within 3 weeks of submission, subject to the constraints of second-marking and external assessment. Should any piece of assessed academic work not reach the required standard, you will have the opportunity to register any extenuating circumstances, and in most cases will be able either to resubmit it or to provide an alternative assignment. All such cases are governed in detail by Durham University regulations, and managed through YTEP.

Data Protection

St Hild College, under the auspices of YTEP, will use the personal information which it holds about you (supplied by you and your referees) to work with you in formation and training, in accordance with GDPR guidelines. We will share your information as necessary with your sponsoring church, YTEP staff, the University of Durham, and staff within St Hild College.

Declaration

By studying with St Hild College you agree to abide by the contents of this Learning Framework and that St Hild may use your personal information as described. You confirm you have received a list of modules and relevant sessions, which you will be expected to attend