

Student Guide: Sexual Harassment and Misconduct Policy

September 2025



Our Commitment to You

At UCEN Manchester, we are committed to providing a safe, respectful, and supportive environment for all students and staff.

We take all reports of sexual harassment and misconduct seriously and will respond with care, clear procedures, and the right support.

We celebrate our diverse student body and are here to support every individual, whatever your background or experience.



What This Policy Aims to Do

This policy is here to help prevent sexual harassment and misconduct, support those affected, and make sure everyone feels safe and respected on campus.

It sets out clear expectations for behaviour and explains what to do if you or someone you know experiences harassment or misconduct.

What is Sexual Harassment and Misconduct?

Sexual Harassment includes:




Inappropriate touching or gestures

Unwanted sexual advances



Offensive jokes
or comments



Any behaviour that
creates a hostile or
uncomfortable
environment


Sexual Misconduct includes:

Any sexual behaviour
without consent



Sexual coercion or assault

Behaviour that crosses
personal boundaries or
using their position of
power unfairly



How to Disclose or Report

You don't always have to make a formal report straight away. You might just want to talk to someone about what's happened first.

This is called a disclosure. If you do want UCEN Manchester to take action, this becomes a formal report. You are able to talk to any UCEN Manchester staff when disclosing or reporting an incident of sexual harassment or misconduct.

You can also report [online](https://www.ucenmanchester.ac.uk/support/make-a-report/):
www.ucenmanchester.ac.uk/support/make-a-report/







If you disclose or report an incident, you'll be offered support by the Future U Student Support Team.

They can help with emotional support, counselling, wellbeing, and legal advice. We'll also signpost you to external services like Manchester Rape Crisis and St Mary's Centre if needed.

What Happens After a Report?

- a report will be acknowledged within 48 hours
- an initial risk assessment will be made
- if needed, protective measures may be put in place (e.g. no-contact agreements)
- a formal investigation will be carried out by trained staff
- both the reporting and reported parties will be supported
- investigations aim to be completed within 28 working days.

Possible Outcomes

- disciplinary action may include warnings, suspension, or expulsion
- both parties can appeal the decision
- ongoing support will be available throughout and after the process.

Your Role as a Student

- treat others with respect and never engage in unwanted behaviour
- complete any training related to respectful behaviour and consent
- report concerns if you feel safe to do so
- respect confidentiality and support a positive campus culture.



**You're
NOT
Alone...**

Need Help or Advice?

Reach out to the Future U Student Support Team:

Email: FutureU@ucenmanchester.ac.uk

- Counselling and wellbeing support
- Legal advice through PAM Assist
- Connections to external services

If you experience or witness any form of sexual harassment or misconduct, please speak up.

We're here to listen and support you.

Together, we can make UCEN Manchester a respectful, inclusive, and safe place to study and grow.