



Student and Conduct and Discipline Procedure

This procedure concerns the conduct and discipline of students

Matrix aims is to ensure that all students are treated with respect and courtesy and, in return, treat other members of the Matrix community (including peers, students, tutors, and staff) with respect and courtesy.

This procedure is designed to provide a clear procedure in the event of an issue with student or graduate's behaviour.

All students at Matrix are encouraged to engage in their learning process; this includes participating in debate. They are also expected to respect the rights of their peers and other members of the Matrix community, including placements and the wider community where a student is representing Matrix.

1. Definition of misconduct

The following is considered misconduct:

- 1.1 Violent, threatening or obstructive behaviour either at a Matrix premises or whilst engaged in an activity as a Matrix student or graduate
- 1.2 Action that is likely to cause injury or impair safety of anyone at a Matrix premises
- 1.3 Damage to a Matrix premises caused intentionally
- 1.4 Misuse of Matrix property
- 1.5 Behaviour which brings Matrix into disrepute
- 1.6 Behaviour which brings the profession into disrepute
- 1.7 Breach of the Matrix Code of Ethics and Professional Conduct

Misconduct will be considered if the student concerned was involved in a Matrix activity, was representing Matrix or present at a place by virtue of his or her status as a student of Matrix, including any clinical placement or supervision.

2. Consideration of misconduct

It is hoped that an issue can be resolved quickly at the lowest level. The objective will be firstly to see if the misconduct can be dealt with through alternative dispute resolution. This will take the form of a frank and informal discussion amongst the people concerned as soon as possible.

Where an issue concerning misconduct arises the following procedure will take place:

- 2.1 Where an issue of misconduct occurs, it will be referred to the Principal as soon as possible after it has occurred.
- 2.2 If the Principal deems that misconduct has occurred, a verbal warning be given and it will be noted on the student's file.
- 2.3 If a verbal warning has been issued, the note on the student's file will remain there for the duration of their studentship at Matrix (including any consolidation years). If at a later point, the Fitness to Practice process is initiated, this note may be taken into account during that process.
- 2.4 The Principal may instigate the Fitness to Study process at any time, if the misconduct reported is judged to be of a significant or serious nature, or if there is further misconduct after a verbal warning has been issued.

Document name	Student Conduct and Discipline Policy and Procedure		
Owner	Principal	Review Lead	Quality Manager
Approving Committee	Ops Team		
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Amendments since last review	Detail of Revision Version control added Further review in 2026	Date of Revision December 2025	Revision approved by Ops Team