



Guidelines to good behaviour by student organisations

1 – FRAMEWORK

There are all kinds of student organisations¹ active in Utrecht in many and diverse areas: academic education, network-building, community development, leisure, preparation for the labour market, sports, cultural activities, internationalisation, and so on. This variety of organisations is perfectly in keeping with a higher education environment and with the city of Utrecht.

Student organisations all have their own culture, often with a wide range of customs and traditions. Society is changing, becoming increasingly open and with more opportunities to share information. This makes it more important than ever for this culture to be in keeping with prevailing standards and values in society. Student organisations must ensure that students feel at home with them and that their safety is guaranteed.

2 – SCOPE

These guidelines to good behaviour describe the principles of the parties involved and set out a number of points of departure by which they are upheld. Needless to say, Chapter 1, and in particular Article 1, of the Dutch Constitution applies.² Describing of these principles creates awareness and promotes compliance. The parties can call each other to account on behaviour that is not in line with that included in these guidelines.

This document, written based on the principle of trust, is a guideline to promote discussion within a student organisation about its own standards and values in the light of today's society, and enables the student organisation's organisation to take responsibility so that these principles and points of departure are upheld.

These guidelines concern the entire range of communications, activities and elements of student organisations.

These guidelines aims to the committees of all the student organisations that make use of financial and non-financial facilities of UU and HU and are recognised by the boards.

3 – PRINCIPLES

The principles of these guidelines are:

The student organisation committee:

- a. is responsible for drafting and implementing the policy and activities of the student organisation and ensures that these can bear the test of socially acceptable standards, as set out in the Code of Conduct of UU and the students' charter of HU.
- b. during activities and meetings of the organisation, does not undermine the value of any individual and ensures that the members treat each other and other persons involved with respect; rejects undesirable conduct such as violence, both mental and physical, discrimination, sexism, coercion and humiliation.
- c. ensures a climate in accordance with the objectives of the student organisation, in which students feel safe and welcome.
- d. ensures that it and its members treat the property of UU and HU with care and respect.

¹ Considered as student organizations are the student and study associations as described in the Policy Framework Student Organizations.

² Art. 1 of the Dutch Constitution: All persons in the Netherlands shall be treated equally in equal circumstances. Discrimination on the grounds of religion, belief, political opinion, race or sex or on any other grounds whatsoever shall not be permitted.

- e. ensures that during its activities the organisation abides by national and local laws, in particular the Licensing and Catering Act (*Drank- en Horecawet*), the Tobacco Act (*Tabakswet*) and the Opium Act (*Opiumwet*). This means, amongst other things, that no alcohol will be sold and/or served to students under the age of 18 and students under the age of 18 are not in possession of alcohol. The committee will also ensure that it or the members do not incite each other to drink alcohol excessively.
- f. is aware that the conduct of members of a student organisation may have a far-reaching effect, and therefore does not tolerate discriminatory, insulting and threatening remarks and/or behaviour from its members. If a member is guilty of such, appropriate measures must be taken.
- g. ensures that the members of the student organisation are familiar with the principles of these guidelines and also ensures that these are applied and complied with.
- h. is alert to warning signals, does not hesitate to undertake a further investigation in response to signals and takes appropriate measures if necessary.
- i. informs an incident, or potential incident, immediately to the Executive Board of UU and/or HU through a Student Counsellor at UU or the Student Participation Adviser at HU. See below the appendix to these guidelines for their contact details.
- j. takes appropriate measures if, in the opinion of the student organisation committee, there is a reasonable suspicion that the behaviour of a member is not in accordance with the principles of these guidelines.
- k. takes appropriate measures if the student organisation committee establishes that the behaviour of a member is not in accordance with the principles of these guidelines.

The Executive Boards of UU and HU:

- l. acknowledge the importance of active student organisations and the opportunities that student organisations offer to students for their education and development within and alongside their studies.
- m. ensure in a general sense that advice, assistance and training is available to student organisation committees, and for this purpose make available in particular a Student Counsellor at UU and a Student Participation Adviser at HU, whom the committees can consult for assistance and advice.
- n. make facilities, including financial support, available to student organisations that comply with the conditions of the Policy Framework.
- o. ensure that the guidelines are available for everyone to read.
- p. in the event of an incident or potential incident, always hear both sides first before further action is taken.
- q. evaluate each year the state of affairs, and if necessary adjust the process and/or communication and/or the contents of these guidelines accordingly.

Appendix 1 Reporting procedure and contact details in the event of incidents

Every incident is different and must be dealt with on a case-by-case basis. For this reason, student organisations must first inform their contact person within the educational institution. UU and HU have formed a joint helpdesk, so reporting to either UU or HU is sufficient. Student organisations should also inform to the relevant faculty or institution of UU or HU.

If the student organisation committee does not take appropriate measures in response to an incident, a meeting will follow with the educational institutions' executive boards. Both sides will be heard before further action is taken.

UU contact details

Contact persons student organizations

Student counsellor Anne Hamburger	030 – 253 23 78	a.n.hamburger@uu.nl
Lennart van Wageningen	06 – 39 19 30 92	l.j.vanwageningen@uu.nl

Confidential Adviser for inappropriate behaviour

Frank Peters	030 – 253 22 56	f.j.v.m.peters@uu.nl
Marian Joseph	030 – 253 73 28	m.j.joseph@uu.nl

Spokesman (contacts with the press)

Maarten Post	06 – 52 51 35 11	m.a.g.post@uu.nl
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HU contact persons

Student Participation Adviser

Lisa Sanders	06 – 28496820	studentparticipatie@hu.nl
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Confidential Adviser for inappropriate behaviour

Wanda de Kuiper	06 – 23764346	wanda.dekuiper@hu.nl
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Spokesman (contacts with the press)

Seger Pijnenburg	06 – 34103400	seger.pijnenburg@hu.nl
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