



This Policy is intended to provide guidance to all members of staff regarding personal relationships within the College.

For the purposes of this Policy, a personal relationship is one where a member of staff is:

- related to a student or another member of staff at the College;
- in a relationship with a student¹ or another member of staff at the College, where the relationship is more than friendship.

The College recognises that, where personal relationships develop at work, there is a potential for conflict between professional and personal interests. Members of staff are responsible for their own conduct and must declare any potential

Personal relationships may exist or may develop between members of staff. If one of the members of staff is or will be responsible for managing, auditing, appraising or authorising the work of the other, each member of staff should declare the relationship without delay to their respective line managers. This also applies where one of the individuals is a contractor or consultant and the other member of staff is responsible for that contractor's/ consultant's work.

The College reserves the right to make arrangements to discontinue the situation of a member of staff being responsible for managing, auditing, appraising or authorising the work of the other. Any measures taken would be in full consultation with the members of staff concerned and would be with a view to reaching agreement.

There is no need for the College to know of personal relationships in other circumstances, even if the two members of staff work in the same department.



The College requires that the personal aspects of relationships must be conducted with discretion and outside the professional environment.

The College has a separate policy on Behaviour at Work, which it uses to deal with allegations of harassment or bullying, as well as its staff disciplinary procedure. All allegations of harassment or bullying are taken seriously and addressed promptly.