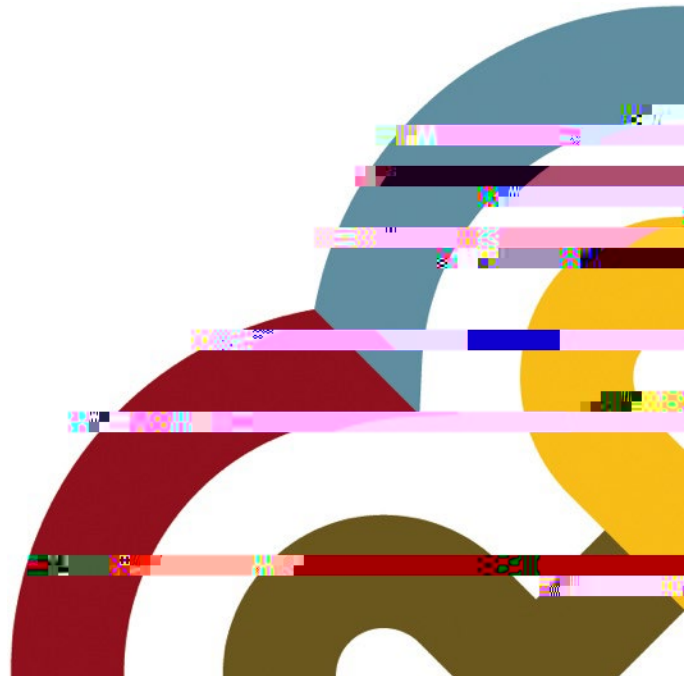




Bolton College

Personal & Professional Relations Policy 2024-25



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4. Personal Relationships between Employees and Learners

Learners under the Age of 18:

The Sexual Offences Act 2003 makes it an offence for those working in positions of trust to:

- x Engage in sexual activity with a learner under 18
- x Cause or incite a young person under 18 to engage in sexual activity
- x Engage in sexual activity in the presence of a young person under 18
- x Cause a young person under 18 to watch a sexual act

The only exception to this is where a person in a position of trust is legally married to a young person, or where a lawful sexual relationship existed before the position of trust arose.

Any personal relationships that exist with a learner prior to a position of trust arising should be declared in confidence to

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- x Engage in sexual activity with a person in the presence of a person with a mental disorder knowing that person is likely to be unable to refuse because of the mental disorder.
- x Cause a person with a mental disorder to watch a sexual act knowing that person is likely to be unable to refuse because of the mental disorder.
- x Procure and/or engage in sexual activity with a person with a mental disorder or procure and/or engage in sexual activity in the presence of a person with a mental disorder by inducement, threat or deception

Any personal relationships that exist with a learner with a mental disorder should be declared in confidence to either the Head of Area/Business Manager or a member of the HR team.

The College reserves the right to refer any suspected criminal offences by an employee/worker to the relevant authorities without reference to the employee/worker concerned.

5. General Guidance on relations with Students

All employees are required to maintain professional and appropriate relationships with students of all ages (both on and off line). Employees and workers should ensure appropriate communication and contact with students and should avoid situations that may put them at risk e.g. exchange of personal information, physical contact with students, use of inappropriate or suggestive language/behaviour, inappropriate use of social media. Professional boundaries must be maintained at all times both in and outside of the workplace. It is not possible to provide an exhaustive list of acceptable or unacceptable behaviour, employees or workers who are unsure about a particular issue are advised to seek advice from their line manager.

Employees and workers should be aware that their professional relationship with current students is still deemed to exist outside of college and any report by a student of misconduct outside of the work environment may be investigated. Employees and workers are therefore advised to avoid one to one contact with students in social situations outside of the College.

6. Responsibilities of all Employees

All employees are obliged to adhere to this policy; failure to do so may result in disciplinary action including dismissal for gross misconduct without pay or pay in lieu of notice. Managers at all levels are responsible for ensuring that the employees for whom they are responsible are aware and adhere to the policy. They are also responsible for ensuring employees are updated in regard to any changes in this policy. The College reserves the right to amend this policy.

7. Related College Policies

- x Disciplinary Policy
- x Safeguarding Children Policy
- x Safeguarding Adults at Risk Policy
- x Abuse of Trust Policy
- x Acceptable Use of IT Policy
- x Social Media Policy