TSYP Student disciplinary policy and procedure

Purpose

This policy and procedure applies to all students enrolled in courses provided by TSYP. Its purpose is to ensure that issues of student misconduct or non-compliance are dealt with fairly, consistently, and promptly.

Expected student behaviour

Students are expected to act in accordance with the Code of Conduct, relevant professional standards, ethical frameworks, and scope of practice as set out in the Programme Handbook for their course.

Categories of Misconduct

Minor misconduct

Minor breaches that can usually be resolved informally. Examples include:

- Unexcused lateness or poor attendance.
- Minor disruptions during training sessions.
- Mild failure to meet course deadlines.

Gross misconduct

Serious breaches that may lead to formal sanctions or exclusion from the course. Examples include:

- Bullying, harassment, discrimination, or abusive behaviour.
- Academic dishonesty, fraud, or plagiarism.
- Serious breaches of safety, ethics, or safeguarding policies.
- Theft or wilful damage to property.
- Bringing the course into public disrepute.

Disciplinary procedure

Stage 1 - Informal resolution

In case of minor issues, the Course Tutor has a private discussion with the student to explain the concern clearly. The tutor and student agree on a clear action plan and timeline for improvement. The Course Tutor files a brief internal record of the conversation.

Stage 2 - Formal disciplinary review

A formal review is triggered by repeated minor issues or a single incident of gross misconduct.

The student receives written details of the concern and at least five working days' notice before a formal meeting. If an active safety or safeguarding risk exists, the Head of Education may temporarily suspend the student pending the review.

The meeting is conducted by the Head of Education alongside a designated panel member appointed by the Board, who has not been directly involved in the issue. The student may be accompanied by a support person.

If the concern is upheld, the panel will issue a outcome in writing within five working days.

Sanctions

Depending on the nature and severity of the issue reviewed in Stage 2, one of the following sanctions may be issued:

- A requirement to complete specific tasks, assignments or additional study to address progress or performance concerns.
- A final written warning valid for 12 months, setting out required improvements and explicitly stating that further misconduct or non-compliance will result in immediate removal from the course.
- Immediate and permanent exclusion from the course without a fee refund. This is applied either following a breach of a formal written warning or immediately in cases of gross misconduct.

Appeals procedure

The student submits a written appeal to the TSYP Chair at chair@tsyp.yoga within 10 working days of receiving a formal sanction, stating specific grounds for the appeal. An independent Trustee or Panel not involved in the original hearing reviews the appeal within 14 working days. The appeal outcome is communicated in writing to the student. This decision is final.