

Computer Laboratory Food and Drink Policy

The “misuse of computer facilities or activities” is a disciplinary offence, as defined in paragraph A. 1(vi) of the College Procedures¹ for dealing student disciplinary offences. The action described below is in accordance with and subject to the College Procedures.

- 1. Any student found to be visibly in possession of food or drink in a student computer laboratory will, on the first offence, have his/her password removed by the ICT Support staff.** It will not be reinstated until the student has seen a senior member of staff* to request reinstatement of the account, but loss of access to the account will normally be for less than seven days. At the time of interview, the student will be reprimanded, fined **£10** (to go to the Student Hardship Fund) and informed of his/her right of appeal.
*
for Medicine undergraduate students – the Head of Learning Resources or chairman of a campus IT committee
for Medicine postgraduate students – the chairman of a campus IT committee or the Departmental Administrator
for Life Sciences undergraduate students – the Director of undergraduate Studies or Senior Tutor
for Life Sciences postgraduate students – the Divisional Administrator
- 2. The exception will be that drinking from a container with a non-spill cap will be permitted.**
- 3. Loss of access to a computer account will not be regarded as an extenuating circumstance** in the event that either (i) deadlines are missed, e.g. for submission of coursework and completion of on-line assessments, or (ii) that senior staff are not immediately available to interview the student.
- 4. A repeat offence will again lead to immediate removal of password.**
The student will be called before the Director or Education (Medicine) or delegate, or the Director of Undergraduate Studies for Life Sciences or delegate, as appropriate. The student will be reprimanded, informed that the password will be removed for seven days, fined **£100** and informed of his/her right of appeal.
- 5. A further offence will precipitate a full College Discipline Committee hearing.**
The student will have his/her password removed until such time as the Committee has come to a decision.

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¹ <http://www3.imperial.ac.uk/registry/information/formsproceduresandregulations>