

Schedule 1

Grievance and disciplinary procedures relating to members of the academic staff

1. Informal resolution

- (1) Every reasonable effort should be made to achieve an informal resolution of a potential disciplinary issue at the most appropriate level before engaging the formal disciplinary procedures.

2. Warnings

- (1) Where a formal warning has been delivered pursuant to sections 7-8 of the Chapter, the member of staff concerned shall have a right of appeal, as follows:
 - (a) to the Dean of the relevant Faculty, against a warning delivered by a Head of School, and
 - (b) to the Senior Dean, against a warning delivered by a Faculty Dean.

1. Representation

- (1) Any party to proceedings before a Disciplinary Panel pursuant to who chooses to avail of representation shall, as soon as possible after securing the services of any such representative, notify the Chairperson in writing of the name, address and profession of all such representatives.
- (2) The Chairperson shall, as soon as possible after receiving such notice, so inform all other parties to the proceedings.

2. Mental ill-health

- (1) For the avoidance of doubt, since the Chapter applies to allegations of misconduct and failure to carry out contractual duties, it does not normally apply to mental ill-health, and cases of mental ill-health should not normally be dealt with as matters of discipline pursuant to the Chapter.

3. Code and Procedures

- (1) References to College's disciplinary code and procedures (and to similar phrases) in the Chapter and this Schedule shall be construed as references to the Chapter and this Schedule.