

Grievances against students

A Union self-help guide

**Your Union of Students'
independent advice service**

01332 591507

advice@derbyunion.co.uk

derbyunion.co.uk/advice

Talk to
US



What is a grievance?

A grievance is defined as a serious dispute or disagreement made by a member of staff or student against another student relating to:

Sexual, racial or religious harassment

Any other bullying, intimidating or threatening behaviour

US

Creating or maintaining a hostile studying, working or social environment

Take the informal approach first

If you have a grievance against another student, you should first, wherever possible, deal with it informally. You can do this by asking the individual to stop face to face, making it clear that their behaviour is unwelcome and/or unacceptable.

If you don't find this possible, you may wish to seek support from another member of staff, Officer or member of the Union of Students. We can offer impartial advice and support and provide mediation.

How do I report a grievance formally?

When it's not possible to resolve a grievance informally, the matter should be reported in writing to your Dean of College or Director of Department. You can do this by addressing your letter to your Dean or Director of Department and handing it into the Student Centre.

The Dean or Director may either dismiss the grievance if they believe the grievance is trivial or invalid, or they may consider the University's student disciplinary procedure. We can help you step by step submit a grievance or complaint.

If you need support finding out which dean to report the grievance to, please book an appointment with a Union advisor.

Can I appeal a decision?

If you're unhappy with the outcome of the grievance, you'll have the opportunity to appeal the decision with further evidence for your claim. Your appeal will be sent to the Deputy Vice-Chancellor, who will make the final decision. We can help you put together an appeal claim.