

## USER TERMS & CONDITIONS

### 1. Definitions

- 1.1. In these terms and conditions, the follow words or phrases shall, unless the context requires otherwise, have the following meanings:

<b>Access Policy</b>	means policies issued by the University from time to time outlining guidance and compliance for access to the Venue and use of Facilities.
<b>Agreement</b>	The agreement between University and the Member as set out in these terms and conditions as amended from time to time together with any special terms agreed in writing;
<b>Consumer</b>	an individual acting for purposes which are wholly or mainly outside that individual's trade, business, craft or profession;
<b>Data Protection Legislation</b>	the UK General Data Protection Regulation ((EU) 2016/679) (“ <b>UK GDPR</b> ”), together with any national implementing laws, regulations and secondary legislation as amended or updated from time to time in the UK, including the Data Protection Act 2018 (“ <b>DPA</b> ”);
<b>Facilities</b>	the premises, equipment and other facilities of the Venue;
<b>Fee(s)</b>	the charges payable by the Member in connection with the Membership, as set out in clause 4 below;
<b>Fees Schedule</b>	the list of Fees payable by the Member, available to view at <a href="#">Beckett Sport Membership</a>
<b>Keyholder</b>	the Sports Venue Duty Manager/ Senior Operative on duty at the Venue;
<b>Leisure Hub</b>	The online membership and bookings system used by Members to book and pay for sessions and manage their Membership;
<b>Member</b>	a User who has Membership of the Venue by currently paying an annual or monthly Fee for use of some of the Facilities;
<b>Membership</b>	means an annual or monthly membership enabling access to the Facilities to the User;
<b>Special Users</b>	children, vulnerable adults or Users with disabilities affecting their ability to use the Facilities;
<b>University</b>	Leeds Beckett University (of which the Venue is a part)
<b>User</b>	any person or organisation using the Facilities of the Venue (including but not limited to spectators, supporters and visitors);
<b>Venue</b>	either Leeds Beckett University, Headingley, Campus, LS6 3QQ or City Campus LS1 3HE;
<b>Venue Manager</b>	the Head of Sport (Programmes & Operations);

Any reference to 'we', 'us', or 'our' in these User Terms and Conditions is reference to the University, and any reference to 'you' or 'your' is reference to the Member.

## 2. User and Member Obligations

- 2.1. The Venue and its Facilities are available to Users, Members, individuals, and other organisations/people as agreed by the University.
- 2.2. For health and safety reasons, individuals under the age of 16 years old are not permitted to enter or use any of the gym facilities unless as part of a programmed session (whether using the equipment or not) and individuals between the ages of 16 and 18 years old may only use the gym facilities if the written consent of their parent or legal guardian is provided to the Venue Manager and the Venue Manager is satisfied that it is safe for them to use the gym facilities.
- 2.3. All Members must:
  - 2.3.1. be 18 years old or older (subject to the exception at clause 2.2);
  - 2.3.2. not permit any other person to use their Membership. Specifically, a Member is prohibited from allowing another individual to use their Leisure Hub account to book facilities or gain entry to the Venue. If a Member is found to be in violation of this rule, the following sanctions will apply:
    - 2.3.2.1. Upon the first offence, the Member will be issued a warning, informing them of the potential consequences for repeat offences;
    - 2.3.2.2. For a second offence, the Member will face a two-week suspension from using the facilities, without any refund of Fees;
    - 2.3.2.3. Upon a third offence, the Membership will be permanently revoked without any refund of Fees. In such cases, application for a new Membership in the subsequent academic year will be subject to the discretion of management. Any further violation will result in a permanent ban from the Facilities, with no possibility of future membership;
  - 2.3.3. report any breaches of the above obligation, should a Member have reason to believe someone else may be using their access details;
  - 2.3.4. follow the facility entry system which requires Users to check in to activities and access the Facilities using a unique QR code obtained from their Leisure Hub account;
  - 2.3.5. provide proof of status if they are a student, alumni or staff member;
  - 2.3.6. dress appropriately for the activity they are taking part in at the Venue;
  - 2.3.7. not bring electrical equipment into the Venue locations without prior approval of the Venue Manager;
  - 2.3.8. notify the University immediately if they are no longer a student or employee of the University by contacting: [sport@leedsbeckett.ac.uk](mailto:sport@leedsbeckett.ac.uk) ;
  - 2.3.9. comply with all reasonable instructions from the Keyholder, the Venue Manager and other employees of the University responsible for the safe and responsible use of the Venue and Facilities, including but not limited to health and safety instructions;
  - 2.3.10. remain aware of and comply with any Access Policy or other guidance on use of the Venue and Facilities issued from time to time by the University and published and/or displayed in the Venue, or available on request by emailing: [sport@leedsbeckett.ac.uk](mailto:sport@leedsbeckett.ac.uk) ;
  - 2.3.11. not smoke (including e-cigarettes) in any of the Facilities or use any of the Facilities whilst under the influence of alcohol, narcotics, tranquilizers or any medication or other substance which may affect your ability to exercise safely;

2.3.12. not take any photographs or videos unless consent of the individuals and the University has been obtained.

2.4. Membership entitles the Member to use the Facilities as detailed within your membership package: [Beckett Sport Membership](#)

2.5. The University will contact you in advance if it needs to vary access times to the Venue and Facilities, unless access is restricted due to an urgent problem or emergency. Membership does not guarantee access to the Facilities at any given time. From time to time the University may close the Facilities to undertake repairs, refurbishments, or routine maintenance, and shall contact you in advance to advise of such works, and how they may affect use of the Facilities. If you feel you are disproportionately affected due to lack of access or unavailability of use of the Facilities included in your Membership, you can contact the University by emailing: [sport@leedsbeckett.ac.uk](mailto:sport@leedsbeckett.ac.uk) to discuss alternative options (to be decided on a case-by-case basis by the Venue Manager) or to end this Agreement in accordance with clause 6.4.

### 3. Right to Cancel

3.1. Members may cancel this Agreement within 14 days of signing this Agreement without giving any reason (cooling-off period). If you cancel during this period you will receive a full refund.

3.2. The cancellation period will expire after 14 days from the day you accept the terms of this Agreement (the date of acceptance).

3.3. To exercise the right to cancel after the 14-day cooling-off period, you must inform the University of your decision to cancel this Agreement by completing a membership amendment form, which can be found on our website: [Beckett Sport Membership Amendment/Cancellation Form 25/26](#).

3.4. Members are not permitted to transfer their membership to anyone else.

### 4. Fees

4.1. The Member shall pay the Fees as set out in [Beckett Sport Membership Schedule](#)

4.2. The University conducts an annual review of Fees and reserves the right to amend the prices of Membership packages at its discretion.

4.3. Members will be notified by email at least one calendar month in advance of any increase in Membership Fees and when that increase will take effect.

4.4. We offer various membership plans, including monthly and annual options, each with their own pricing and benefits. Details of current membership types and fees are available on our website.

For some membership types, the monthly fee may result in a higher total cost over a 12-month period compared to the annual option. By selecting a monthly membership, you acknowledge this difference.

4.5. Please note that all student memberships, regardless of start date, expire on 31st July and do not automatically renew. Other membership types may renew automatically unless cancelled in accordance with the cancellation terms outlined below.

4.6. You are responsible for reviewing the terms of your chosen membership type before purchase. Membership Fees are non-refundable once charged, unless in line with our terms and conditions. Fees are subject to change, and any updates will be communicated in advance in accordance with 4.3.

### 5. Term

5.1. This Agreement commences when the University confirms to the applicant that it has accepted their membership application.

5.2. Where a Member is a student:

5.2.1. Memberships shall commence on the day that the applicant purchases their Membership.

5.2.2. Membership shall automatically terminate on 31 July of the following year unless terminated early in accordance with clause 6 of this Agreement.

5.3. Where a Member is an employee of the University or a member of the general public:

5.3.1. Memberships shall commence on the date that the Fees are paid in full, or the first monthly direct debit instalment is taken;

5.3.2. Annual memberships shall automatically terminate 364 days after the date referred to in clause 5.3.1, unless terminated early in accordance with clause 6 of this Agreement. Monthly memberships shall terminate only in accordance with clause 6 of this Agreement.

## **6. Termination, Early Termination and Suspension**

6.1. The University may terminate Membership immediately if the Member:

6.1.1. breaches any terms of this Agreement;

6.1.2. ceases to be a student of the University;

6.1.3. ceases to be an employee of the University;

6.1.4. the Member fails to pay any amount due under this Agreement on the due date for payment;

6.1.5. in the University's reasonable opinion, the continuation of the Membership would create a conflict of interest and/or cause detriment to the University's reputation;

6.1.6. the Member acts in such a way as likely to cause injury or serious disruption or otherwise acts in an aggressive, abusive, anti-social, threatening, harassing, bullying or discriminatory way to University staff, students, other Users, members of the public;

6.1.7. the Member acts in such a way as likely to cause damage to property;

6.1.8. the Member fails to comply with reasonable instructions or guidance issued by the University in relation to the safe use of the Venue and/or Facilities.

6.1.9. In this event you will no longer be able to access any of our Facilities and we will not give any refunds. The University maintains a zero-tolerance policy against aggressive behaviour to staff or those present on University premises.

6.2. Members making monthly payments are on a rolling monthly contract (your Membership will be extended automatically by one month) for each payment until terminated in writing in accordance with clause

6.3. Members who hold Community, Staff or City Gym only Membership are not entitled to any refunds of Fees.

6.4. Any Member may terminate their Membership by giving four weeks' notice in writing. To do this, Members should complete a Membership Amendment Form, which can be found on our website [Beckett Sport Membership Amendment/Cancellation Form 25/26](#).

6.4.1. Subject to clause 6.4, if a cancellation request is received after the Direct Debit payment run has been initiated (eight (8) days prior to the 20th of the month), the Fee for the upcoming month will still be payable and collected in full. No partial or pro-rated refunds will be issued.

6.5. Members should not cancel their Direct Debit directly with their bank. The Venue accepts no responsibility for any fees or penalties charged by the Member's bank in the event of a failed Direct Debit.

6.6. In case of a dispute, you must show that you cancelled the Agreement in accordance with the cancellation terms, but for these purposes it will be sufficient to show that you sent your communication concerning your exercise of the right to cancel before the cancellation period had expired.

6.7 Where notice is given by the Member in accordance with clause 6.4 in relation to an Annual Membership and the Member has paid Fees for the Term in full on the date notice is received, the Member will be entitled to receive a refund of Fees in accordance with the following table:

<b>Where notice is given in an academic year</b>	<b>Refund available</b>
Within one calendar month from your membership start date	Two thirds of the annual membership fee
Within three calendar months from your membership start date	One third of the annual membership fee
After three calendar months from your membership start date	None of the fees are refundable

6.7.1 Where notice is given by the Member in accordance with clause 6.4 in relation to an Annual Membership paid by Direct Debit instalments, the Member's entitlement is limited to the non-collection of future instalments only.

<b>Where notice is given in an academic year</b>	<b>Criteria for a refund</b>
Within one calendar month from your membership start date	The first direct debit instalment is non-refundable (the second and third direct debits will not be collected)
Within three calendar months from your membership start date	The first and second direct debit instalments are non-refundable (the final direct debit will not be collected)
After three calendar months from your membership start date	None of the fees are refundable

6.7.2 Annual Memberships paid in full and Annual Memberships paid by Direct Debit are distinct payment options and are subject to different refund mechanisms. Members choosing to pay by Direct Debit benefit from the ability to stop future payments, whereas Members paying in full may be entitled to a partial refund where applicable. These differences do not affect a Member's access during the period for which Fees have been paid.

6.8 **Athletic Union Members only.** Athletic Union Members are Members whose Membership also incorporates membership of an Athletic Union club through the University. Where an Athletic Union Member injures themselves whilst competing for their Athletic Union team within 3 months of

commencement of this Agreement, and cannot play for the rest of the season, the athletic union may, at its discretion, refund a percentage of the Fees paid for the period when they have been unable to use the Facilities. All requests for such refunds must be e-mailed to [athleticunion@leedsbeckett.ac.uk](mailto:athleticunion@leedsbeckett.ac.uk) with formal medical proof of injury.

## **7. Health and Safety**

- 7.1. Users will comply with the University's Health and Safety Policy at [https://www.leedsbeckett.ac.uk/staffsite/-/media/files/staff-site/estates/safety-health-and-wellbeing-az/nn\\_safety\\_health\\_and\\_wellbeing\\_policy.pdf?la=en](https://www.leedsbeckett.ac.uk/staffsite/-/media/files/staff-site/estates/safety-health-and-wellbeing-az/nn_safety_health_and_wellbeing_policy.pdf?la=en)
- 7.2. All injuries/accidents and near misses must be reported immediately to the Keyholder (if necessary, through any Venue staff on duty).
- 7.3. Users must check Facilities before use and report any concerns immediately to Venue staff.
- 7.4. The Venue reserves the right to refuse access to Facilities if it is deemed to be unsafe. This includes where the recommended maximum number of Users for a facility has been reached.

## **8. Special Users**

- 8.1. Children are those under the age of 18. Vulnerable Adults are those as defined under section 59 of the Safeguarding Vulnerable Group Act 2006. A disabled person is someone with a disability as defined under relevant disability laws.
- 8.2. The University is a committed equal opportunities organisation. It will not unlawfully discriminate against Special Users. It will look to accommodate the needs of Special Users. However, the University reserves the right to refuse to permit the use of Facilities where to do so would be lawful and the University feels it cannot reasonably accommodate all the identified needs of the Special User.

## **9. Pets and Animals**

- 9.1. Pets and other animals are not permitted on any University sporting premises. The only exceptions to this are guide dogs for the blind, hearing dogs for the deaf, other working dogs that assist people with disabilities, or animals associated with a specific event as agreed with the Venue Manager. Policies exist surrounding working dogs and they will need to be left in a designated location when using certain Facilities – further information can be requested from University staff within the Venue.

## **10. Data Protection**

- 10.1 The University shall process all personal data received by it in accordance with its privacy policy, a copy of which is available at [Beckett Sport Privacy Notice | Leeds Beckett University](#)
- 10.2 If you are a member of the Athletic Union, we have a legitimate interest in photographing and filming matches and you as a player for training and/or coaching purposes only. We may seek your explicit consent to use your image from photos or footage for the purposes of marketing or promotion of the Athletic Union.

## **11. Limitation of Liability**

- 11.1 Nothing in these Conditions shall limit or exclude the University's liability for death or personal injury caused by the University.
- 11.2 Subject to clause 11.1, the University shall under no circumstances be liable to the User for any damage, theft, or loss of any property of the User or any other guests or invitees to the Venue.
- 11.3 Where the User is a Consumer, this Agreement will not affect its rights under law which cannot otherwise be excluded. For detailed information, please visit the Citizens Advice website [www.adviceguide.org.uk](http://www.adviceguide.org.uk) or call 03454 04 05 06.

## 12. General

- 12.1 **Complaints.** The Member should contact the University by telephone on 0113 812 3160 or in writing at [sport@leedsbeckett.ac.uk](mailto:sport@leedsbeckett.ac.uk) if there are any complaints about the Membership, Venue and/or Facilities. The University will do its best to resolve any problems you have with your Membership, use or access to the Venue and/or Facilities.
- 12.2 If access to the Venue and use of the Facilities are not available due to events outside our control, we will contact you as soon as possible to let you know and do what we can to try and provide access to the Venue and use of the Facilities as soon as possible. As long as we do this, the University will not compensate you for any loss of access or use, but if the loss of access or use is likely to be substantial you can contact the Venue by emailing [sport@leedsbeckett.ac.uk](mailto:sport@leedsbeckett.ac.uk) to end this Agreement and receive a refund of any Fees paid in advance.
- 12.3 These User Terms and Conditions are governed by English Law and wherever you live you can bring claims against us in the English courts. If you live in Wales, Scotland or Northern Ireland, you can also bring claims against us in the courts of the country you live in. We can claim against you in the courts of the country you live in.
- 12.4 This Agreement is between you and us. Nobody else can enforce it and neither of us will need to seek permission from anyone else to end or change it.
- 12.5 If a court or other authority decides that some of these terms are unlawful, the rest will continue to apply.

Your health is your responsibility. The management and staff of this organisation are dedicated to helping you take every opportunity to enjoy the facilities that we offer. With this in mind, we have carefully considered what we can reasonably expect of each other.

## Our commitment to you

1. We will respect your personal decisions, and allow you to make your own decisions about what exercise you can carry out. However, we ask you not to exercise beyond what you consider to be your own abilities.
2. We will make every reasonable effort to make sure that our equipment and facilities are in a safe condition for you to use and enjoy.
3. We will take all reasonable steps to make sure that our staff are qualified to the fitness industry standards as set out by the Register of Exercise Professionals.
4. If you tell us that you have a disability which puts you at a substantial disadvantage in accessing our equipment and facilities, we will consider what adjustments, if any, are reasonable for us to make.

## Your commitment to us

1. You should not exercise beyond your own abilities. If you know or are concerned that you have a medical condition which might interfere with you exercising safely, before you use our equipment and facilities you should get advice from a relevant medical professional and follow that advice.
2. You should make yourself aware of any rules and instructions, including warning notices. Exercise carries its own risks. You should not carry out any activities which you have been told are not suitable for you.
3. You should let us know immediately if you feel ill when using our equipment or facilities. Our staff members are not qualified doctors, but there will be a person available who has had first-aid training.
4. If you have a disability, you must follow any reasonable instructions to allow you to exercise safely.

This statement is for guidance only. It is not a legally binding agreement between you and us and does not create any obligations which you or we must meet.





### Declaration

I agree:

- that I have watched and understood the instructional video on how to safely and correctly use the gym and free weights equipment, and that I will be using this equipment at my own risk;
- to abide with all safety instructions given;
- to ask for additional assistance if something has not been understood or I have any additional queries in relation to the usage of equipment or exercise techniques;
- to have read the Health Commitment Statement overleaf, and I understand the risks involved in carrying out any form of exercise.

## Cases involving allegations of misconduct within the Athletic Union (AU)

### Introduction

The [Student Code of Conduct](#) (“the Code”) applies to all registered Leeds Beckett students. It sets out expected standards of behaviour and how allegations of breaches of the Code will be handled. This document does not replace the Code. It is intended to provide clarification on the management of conduct issues arising specifically in the context of AU activities.

Every club member is a representative of Leeds Beckett University. The Athletic Union should be a welcoming, safe, inclusive place where club members behave in the best interests of their teammates, the University and the wider community. This commitment includes honouring [the Varsity Pledge](#). The Club Captain and Social & Welfare Officer from each club have the responsibility to ensure that their club adheres to the Code and are required to attend annual Social & Welfare training to support them in meeting this responsibility. The AU offers an open-door policy to any AU member or other individual who believes that misconduct may have occurred or wishes to disclose information of a sensitive nature.

### 1. Examples of misconduct

In addition to the examples of misconduct set out in the Student Code of Conduct, the following apply to AU clubs:

**1.1. Organising or participating in initiations or ‘hazing’. This involves acts linked to club membership which may produce mental or physical discomfort, or may humiliate, demean or harass. It includes forcing anyone to consume inappropriate or excessive substances.**

1.2 Consuming alcohol while playing in a Leeds Beckett University sports fixture.

1.2 Using offensive language or inappropriate images (including nudity) on any club social media. This includes content by association i.e. resharing and 'likes'.

1.3 Wearing clothing with offensive words, language, or images on it while participating in club activities.

1.4 Antisocial behaviour or behaviour which may bring the University's name into disrepute on sports tours.

1.5 Inappropriate use of University branding,<sup>1</sup> or using it without permission.

### 2. AU investigation

2.1.1 The AU will normally investigate in cases where:

- The incident has taken place during a recognised AU activity (training, match, awards event, Varsity etc) or a Club society activity (including tour).
- The allegation relates to AU Club activity on their social media, web or chat accounts.

2.1.2 The AU will not normally investigate in cases where:

- The matter is already being investigated elsewhere (either by the police or by an investigator appointed by the University under the Student Code of Conduct)
- The student regarding whom the allegation was made is not a member of the AU.

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<sup>1</sup> Branded clothing/equipment is defined as any item embellished with the Leeds Beckett or formerly Metropolitan logo (this includes any reference to Leeds Beckett, Beckett, Carnegie, LBU, Leeds Metropolitan, Leeds Met, and LMU). All branded clothing is designed and manufactured by the approved University supplier. Any alterations to branded clothing/equipment must be approved by marketing, including the addition of names/initials.

2.1.3 At any point in the AU process, the matter may be referred to the main procedure set out in the University Code. This will usually be the case in relation to misconduct that is appropriate to deal with under stage two of the procedure, including:

- sexual misconduct
- violent behaviour
- harassment
- behaviour that may amount to a criminal offence and
- incidents that potentially bring the University into disrepute.

### 3. AU Outcomes

3.1 The outcomes below may be applied following a police or University investigation, based on the findings of that investigation.

3.2 On the same principle as the Precautionary Measures set out in section 10 of the Student Code of Conduct, the AU may take precautionary measures to protect individuals involved in a misconduct matter, or other members of the University, from an identified risk, or to protect an investigation. Such measures are most likely to be taken where there is a risk to an individual's physical or mental health, and/or the case is of a serious or highly sensitive nature. This may involve full or partial suspension from club activities and must be proportionate to the risk. This may include suspension of an individual from a committee position or from running for a committee position.

3.4 The examples of misconduct and outcomes are not exhaustive; other proportionate outcomes may apply. Severe or repeated misconduct will be considered when deciding the outcome. More than one outcome may apply:

Type of Misconduct	Examples	Possible outcomes
Improper interference with the sporting, social or other activities of the University, whether on University premises or elsewhere	<ul style="list-style-type: none"> <li>• Verbal abuse of officials, coaches, university staff, students or publics</li> <li>• Property misuse, including littering, vandalism, untidiness (of training, playing, transport, accommodation and social venues)</li> <li>• Non-accidental damage to kit or failure to return</li> </ul>	<ul style="list-style-type: none"> <li>• Formal written apology required</li> <li>• Required training for club/individuals (eg. bystander training)</li> <li>• Club fines</li> <li>• Downgrade of Club Mark</li> <li>• Club/individual final warning</li> <li>• Required to pay cost of replacement kit</li> </ul>
Damage to University property or the property of any student or member of staff of the University, or a visitor to the University; antisocial behaviour	<ul style="list-style-type: none"> <li>• Property damage (of training, playing, transport, accommodation and social venues)</li> <li>• Theft or club account misuse, including financially extorting behaviours</li> <li>• Bullying behaviour</li> <li>• Initiations or 'hazing'</li> <li>• Cultural/ethnic appropriation or insensitivity</li> <li>• Offensive clothing and/or public nudity (at training, playing and social venues)</li> <li>• Drug use at AU/Club events (first offence)</li> <li>• Doping</li> </ul>	<ul style="list-style-type: none"> <li>• Training bans/suspension of individuals/teams/clubs</li> <li>• Playing bans/suspensions for individuals/teams/clubs</li> <li>• Varsity Club/team ban for up to one year</li> <li>• Removal of Committee members from their positions</li> <li>• Individuals banned or suspended from the Club</li> <li>• Removal/downgrade of Club Mark</li> <li>• Club or individual fines (up to £100)</li> <li>• Reduction or removal of operational budget</li> </ul>

		<ul style="list-style-type: none"> <li>• Sports Award ban for up to one year</li> <li>• Club placed into “special measures”</li> </ul>
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### 3.5 Additional measures:

For fixtures on Leeds Beckett University campuses, spectators may only consume alcohol that has been purchased from Beckett Sport outlets; any other alcohol will be confiscated by staff and those found to be consuming it will be asked to leave the facility or venue.

Sports kit purchased by the AU for Clubs is the property of the University and any student who does not return kit at the end of the academic year will be charged the full price of a replacement kit. A student may also be charged the full price of a replacement kit in the case of non-accidental damage or inappropriate use of the kit (i.e. wearing kit at socials).

3.6 Where a police investigation has led to a finding of criminal behaviour or a University investigation has found stage 2 misconduct, the following additional outcomes may apply:

- Revocation of sports membership and/or AU membership (without refund)
- AU funding frozen or removed
- Closure of the sports club

In addition, any of the outcomes listed under section B 3 of the Student Code of Conduct may be applied.

3.7 Failing to cooperate with an investigation or with an outcome may be considered misconduct in its own right and may lead to one or more of the outcomes set out above.

3.8 Misconduct by an individual can lead to outcomes for multiple individuals or the whole club where they have been complicit in the misconduct or have concealed or withheld information about it.

3.9 Club incidents may result in whole club sanctions, irrespective of whether the incident was attributed to a particular team, group or sub-section within the club and irrespective of where it took place. Club incidents are activities that are promoted, organised or attributed to the club itself.

3.10 A committee member not directly involved in an incident can also be removed on grounds of lack of responsibility (e.g. a Social & Welfare officer, whose role is to look after club socials, can be removed for persistent incidents in relation to club socials).

## 4 Responding to an outcome

Where one or more outcomes has been applied, clubs and individuals have the right to challenge it within 10 working days by emailing [casework@leedsbeckett.ac.uk](mailto:casework@leedsbeckett.ac.uk). The matter will be referred to the Stage 2 procedure set out in the University Student Code of Conduct.