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<b>Programme / Business Area:</b>	Human Resources
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**1. Purpose**

This policy is designed to provide clear guidelines about personal relationships that overlap with working relationships.

This policy applies to all employees and workers of Bolton College. Third party contractors will also be required to comply with this policy.

**2. Background**

The guidelines are intended to protect the interests of the College, our employees and our learners and to ensure that our employees and workers do not commit acts of impropriety, bias

#### **4. Personal Relationships between Employees and Learners**

##### **Learners under the Age of 18:**

The Sexual Offences Act 2003 makes it an offence for those working in positions of

- Engage in sexual activity with a person in the presence of a person with a mental disorder knowing that person is likely to be unable to refuse because of the mental disorder.
- Cause a person with a mental disorder to watch a sexual act knowing that person is likely to be unable to refuse because of the mental disorder.
- Procure and/or engage in sexual activity with a person with a mental disorder or procure and/or engage in sexual activity in the presence of a person with a mental disorder by inducement, threat or deception

Any personal relationships that exist with a learner with a mental disorder should be declared in confidence to either the Head of Area/Business Manager or a member of the HR team.

The College reserves the right to refer any suspected criminal offences by an employee/worker to the relevant authorities without reference to the employee/worker concerned.

## 5. **General Guidance on relations with Students**

All employees are required to maintain a professional relationship with students. This includes not engaging in any form of inappropriate or unprofessional behaviour with students. This includes not engaging in any form of inappropriate or unprofessional behaviour with students.