

Student Protest Procedure 2023-24

- If you are concerned about a disruption taking place at an event, speak to the **Event Lead and/or Manager** as soon as possible.
- The **Event Lead and Manager** at the event will go and investigate the situation to assess what steps need to be taken next.
- If the incident is causing immediate disruption to the event, phone **Newcastle University Security Team** on **0191 208 6817 or 6-666** (internal number), giving details of the incident and your location.
- Contact the press team Press.office@ncl.ac.uk to notify them of the incident

IF THE PROTEST IS PEACEFUL
<ul style="list-style-type: none"> ▪ We should allow the students to demonstrate if they are doing so peacefully and offer them a table to set up at. ▪ Make the students aware of our Student Charter that includes details of personal conduct and respecting others. ▪ Continue to monitor the situation to ensure it does not escalate. ▪ Event Lead and/or Manager to explain the situation to other Event Staff working at the event. ▪ Event Lead and/or Event Staff to explain the situation to employers/guests attending the event. ▪ Event Lead and/or Manager to ensure other Senior Managers within Student Success are aware of the situation.
IF THE PROTEST BECOMES DISRUPTIVE
<ul style="list-style-type: none"> ▪ Event Lead and/or Manager to keep an eye on the situation from a safe distance until the Security Team arrive. ▪ On arrival, the Security Team will apply their patrol risk assessment to try to de-escalate the situation, if the protest continues to be disruptive, they will be asked to leave the event. If they refuse to leave or become violent, the Security Team will contact the Police to remove them. ▪ Event Lead and/or Manager to ensure that the Director of the Student Progress Service, via Casework@ncl.ac.uk is aware of the situation. If possible, we should take the student's contact details/student number to pass on. ▪ Event Lead and/or Event Staff to keep other students/attendees away from where the protest is taking place, this also includes explaining the situation to employers/guests attending the event. ▪ If necessary, the Event Lead and/or Manager will arrange for the employers/guests affected by the protest to leave the event and/or dismantle their stand display. ▪ Event Lead and/or Manager to ensure other Senior Managers within Student Success are aware of the situation.
IF THE PROTEST BECOMES VIOLENT
<ul style="list-style-type: none"> ▪ Event Lead and/or Manager will call the Police if the Security Team has not arrived by this point. ▪ Event Lead and other Event Staff working at the event will evacuate the venue. ▪ Event Lead and/or Manager will find an alternative room for employers/guests to wait in until the situation is under control. ▪ Event Lead and/or Manager to ensure other Senior Managers within Student Success are aware of the situation.