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| University of Hull Chaplaincy Policy | | |
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| University Document? | | A University document applies across the institution, is approved by a committee of Council or Senate, and is held in the University Policy Directory on SharePoint.  **Yes** |
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| The University has adopted the principles of Designing for Diverse Learners, and all policy documents should be written with reference to these principles. Further information is available at [Designing for diverse learners.info](https://designingfordiverselearners.info/). | | |
| An Equality Impact Assessment must be considered for all new and amended policies. Further information is available from the [EIA section of SharePoint](https://hullacuk.sharepoint.com/Services/EDI/SitePages/Equality-Impact-Assessments-(EIAs).aspx). | | |
| This document is available in alternative formats from  [policy@hull.ac.uk](mailto:policy@hull.ac.uk) | | |

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# Introduction

* 1. Chaplaincy at the University of Hull is a vital component of our commitment to fostering a diverse and inclusive community that values the spiritual well-being of its members. Rooted in the understanding that education extends beyond academia, our Chaplaincy provides a supportive and open space for individuals of various faith traditions and those exploring their own spirituality. This Policy outlines the principles, services, and responsibilities associated with our University Chaplaincy, emphasising the importance of creating an environment that respects and honours the diversity of beliefs within our academic community.

## Scope

The University Chaplaincy Policy encompasses a comprehensive framework that governs the provision of spiritual and emotional support within our community. This policy applies to all students, faculty, and staff, recognising the diverse religious and spiritual backgrounds present in our university environment. The scope of the Chaplaincy policy includes:

**Spiritual Support Services:**

The provision of spiritual guidance, counselling, and support to individuals of all faith traditions, as well as those exploring their spirituality.

Coordination of religious ceremonies, rituals, and observances in collaboration with diverse religious groups on campus.

**Inclusivity and Diversity:**

Ensuring an inclusive environment that respects and accommodates various religious beliefs, practices, and philosophical perspectives.

Promotion of interfaith dialogue and understanding to foster a sense of unity and respect within the university community.

**Guidance and Intervention:**

Offering intervention and guidance for individuals experiencing personal challenges, grief, or emotional distress.

Collaborating with other university support services to provide holistic care for individuals in need ensuring university processes and policy regarding consent, confidentiality and information sharing are adhered to.

**Community Engagement:**

Facilitation of educational programmes, workshops, and events that promote spiritual growth, ethical development, and the exploration of diverse belief systems.

Encouragement of community service initiatives and outreach programs that align with the values of compassion, social justice, and inclusivity.

**Collaboration with Academic Departments**:

Collaboration with academic departments to integrate spiritual and ethical dimensions into the broader educational experience.

Support for initiatives that promote the intersection of faith, ethics, and academic inquiry.

**Partnership with Student Union:**

Collaboration with the student union to ensure the Chaplaincy's activities align with the broader interests and needs of the student body.

Involvement in student-led initiatives, events, and programs that promote a sense of community, diversity, and well-being within the university.

# Purpose

* 1. Through this policy, the University Chaplaincy aspires to create an environment where individuals feel supported in their spiritual journeys, find solace in times of need, and actively contribute to a harmonious and inclusive academic community. It reflects our commitment to the holistic development of each member of the University of Hull community, recognising the interconnectedness of academic, spiritual, and personal growth.
  2. For the purposes of this Policy, a Chaplain is a person who has been recognised by their religious group to provide personal, intellectual, social, and spiritual guidance. Chaplains are not employees of the University. They are nominated by their employing organisation to provide a service to the University and its community within the provisions of this Policy.

# Freedom of Speech and Speakers on Campus

* 1. The University has a strong stance on Freedom of Speech, and this applies to the Chaplaincy provision. Any external speakers, who are not members of the Chaplaincy Team, need to be registered in accordance with the University’s policies and regulations. Details can be found at <https://hullacuk.sharepoint.com/University/UniversitySecretary/SitePages/FOS.aspx>

# Appointment of the Chaplaincy Team

* 1. The chaplaincy at the University of Hull is overseen by the Faith and Spirituality Advisory Group which feeds into the EDI (Equality, Diversity, and Inclusion) Governance Board.
  2. The Chaplaincy team is comprised of a Coordinating Chaplain and Chaplains recruited from the main faith communities in the Hull area and is reflective of the belief spectrum of the university community. The day-to-day running is managed between the chaplaincy team and Student Support Services.
  3. Chaplaincy roles will not be advertised. Appointments are made with the Faith and Spirituality Advisory Group. New applicants may be considered if a need has been identified or the group has been approached by a religious denomination or faith community who wishes to nominate a member of that denomination or faith community for a Chaplaincy appointment.
  4. A nomination must comprise:
* A CV which outlines the nominee’s relevant background, experience, and qualifications;
* A letter of recommendation/endorsement from an authorised representative from the governing body of the nominee’s individual faith community which establishes their good standing, relevant experience, and competency to fulfil the role of a Chaplain; and
* An enhanced DBS (Disclosure & Barring Service) Certificate undertaken within the last 24 months.
  1. All volunteer Chaplains will be issued with a volunteer agreement by HR which will lay out expectations in relation to the role and performance along with the process to review and terminate the arrangement by either party.
  2. The Coordinating Chaplain will be established by the Faith and Spirituality Advisory Group through an expression of interest and should be considered every two years.

# Principles

5.1 The University of Hull Chaplaincy Service will uphold a commitment to equity and will maintain a balanced representation of diverse faith communities in its composition.

5.2 Chaplains are required to comply with the provisions of this Policy and its associated procedure, and be familiar, supportive of and compliant with other relevant University policies, including but not limited to the staff code of conduct, Diversity and Inclusion, GDPR Training, Health and Safety, Fire Evacuation, safeguarding and any other applicable policies.

5.3 The leadership team of the University of Hull reserve the right to end the relationship with a Chaplain with immediate effect where concerns exist about behaviour and/or performance. If this became necessary, a member of the leadership team will meet with the Chaplain concerned to inform them personally of the decision and the reasons behind it.

5.4 Chaplains will recognise our pluralist society and its divergent religious beliefs. As such, Chaplains will uphold and deliver a cooperative and pluralistic approach and will actively maintain respect of all religious beliefs.

5.5 Chaplains will not proselytise but will work in a wider spiritual and religious context.

5.6 The University of Hull Chaplaincy Service and its Chaplains will be available to, and inclusive of, all people who seek their counsel, guidance, and support, regardless of religious faith. Any Chaplain in the team may interact with students and staff in relation to their general pastoral or personal needs.

5.7 The Chaplaincy Service is a recognised unit within the University and will report to the Director, Student Wellbeing through the Coordinating Chaplain.

5.8 Chaplains are committed to providing a confidential service to staff and students. No information regarding a person shall be shared either directly or indirectly with anyone else within or outside the University, without that person’s prior expressed consent except where issues of safety or legality apply (see below).

5.9 Confidentiality cannot be maintained when:

* disclosure is required by law;
* the physical health or safety of any person is at risk; or
* there is risk of serious exploitation or abuse.

Chaplains are expected to adhere to related University policy and training, for example Safeguarding.

# Proselytising

* 1. The University recognises the importance of fostering an inclusive and respectful environment that accommodates individuals of diverse religious and spiritual beliefs. In line with these principles, the University Chaplaincy adopts a non-proselytising approach.
  2. Those outside the approved Chaplaincy team wishing to lead prayers or discussions, or give sermons or talks must obtain permission in advance as detailed in the Freedom of Speech and External Speaker policy which can be found at <https://hullacuk.sharepoint.com/University/UniversitySecretary/SitePages/FOS.aspx>
  3. The University of Hull upholds the principle of respecting the moral and emotional freedom of individuals in the promotion, invitation, and execution of faith-based events and those advertised on campus. While information about events can be openly shared, it is essential to avoid imposing undue pressure on individuals to participate. The decision to accept or decline an invitation should be free from judgment. Furthermore, this commitment to autonomy extends to the events themselves, where no excessive pressure should be exerted on attendees.

# Support and Engagement

* 1. The Chaplaincy Team contributes to the University’s pastoral support by creating a safe and non-judgmental space for individuals to express their concerns, doubts, and anxieties, irrespective of their faith backgrounds. Support may include a one-to-one session, where a chaplain will lend a listening ear and offer emotional support, or they may co-ordinate group activities, discussions, or interfaith events to foster a sense of community and understanding among the diverse population of the university. The level and frequency of support provided will be determined by the Chaplaincy team's availability.
  2. In a critical incident, the Chaplaincy team may provide support as part of the coordinated University response.
  3. At welcome events, open and applicant days the only religious stalls are provided by the Chaplaincy team and members of HUSU (Hull University Students Union) societies.
  4. The Faith and Spirituality advisory group will work with the Chaplaincy team around the scheduling of educational programmes, workshops and events ensuring they are in alignment with the university’s EDI schedule.

# Space

* 1. There are two dedicated spaces for the observation of faith. These spaces are available to meet the spiritual needs of registered staff and students inclusive of any worldview, faith belief or spirituality. While spaces have a designated use, we reserve the right to extend the use of these facilities to staff and students of any faith with appropriate consultation. To meet health and safety regulations these spaces are only available to students and staff, and they cannot be used by family, friends, or the wider community. The University reserves the right to change the location of the spaces according to the needs of the business; any planned changes to facilities will be subject to a 3-month notice period. To ensure compliance with Health and Safety, faith spaces are subject to maximum occupancy figures.
  2. **Prayer Room (Unit 4c):**

The Prayer Room is open specifically to registered staff and students only. It is designed specifically to help Muslim staff and students fulfil their religious duties. Shoes must be removed in the designated area and placed in the rack provided. Male and Female areas are separated by the curtain. Opening hours may vary through the year.

* 1. **The Chapel (Middleton Hall):**

The Chapel is open specifically to registered staff and students only. It may be used by individuals of any faith for their own personal use (for prayer, meditation, contemplation or quiet) except when the room is being used for a group or scheduled event. Group events are restricted to events organised by the chaplaincy or authorised through the room booking procedure. These will normally be of a spiritual, religious, or similar nature.

* 1. **Food and Drink**

Food and Drink and its preparation is not usually permitted in the dedicated faith spaces however where it is necessary as part of a religious observation, for example to break a fast, simple food such as dates and water is permitted.

For individuals or groups wishing to socialise following spiritual observations, kitchen facilities are available in Brynmor Jones Library (Ground Floor) and The Nest (First Floor, Student Central).

8.5 The opening times of the spaces and other supporting information can be found on our student and staff portal.

**9.** **Chaplain Office (Larkin East Room 008f)**

This is a dedicated office space for use by all Chaplains. The Coordinating Chaplain/s will arrange the rota and access to the key.

**Version Control**

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