



THE UNIVERSITY *of* EDINBURGH

**Records Management Section**

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15 July 2021

File ref: FOI2021/00366

Paul Price

Sent by email: request-770011-  
4ae2539f@whatdotheyknow.com

Dear Paul Price

**Freedom of Information request: FOI2021/00366**

Thank you for your email of 30 June 2021 requesting information about the University's disciplinary and complaints procedures.

The University of Edinburgh is a global university, rooted in Scotland. We are globally recognised for our research, development and innovation and we have provided world-class teaching to our students for more than 430 years. We are the largest university in Scotland and in 2019/20 our annual revenue was £1.12 billion, of which £296 million was research income. We have over 44,000 students and over 15,000 staff. We are a founding member of the UK's Russell Group of leading research universities and a member of the League of European Research Universities.

**The University's disciplinary and complaints procedures**

You asked for a copy of the University's disciplinary policy and for information on how a member of the public can complain to the University.

The University's [Disciplinary Policy](#) can be found on the University's Human Resources website.

Members of the public can make a complaint using the University's [Complaint Handling Procedure](#) (CHP).

**Technical exemption**

Please note that as this information is available to you through the University website, it is technically exempt from the University's obligation to answer requests for information under the Freedom of Information (Scotland) Act 2002. The information is exempt under section 25(1) of this Act, because it is available to you by another route. This exemption is a technical matter only and does not affect your ability to obtain the information on-line. If you do not have access to the Internet or would prefer to receive information in hard copy please let me know and I will arrange for printouts from the appropriate web pages to be sent to you.

University Secretary: Ms Sarah Smith

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## **Right to review**

If you are dissatisfied with this response, you may ask the University to conduct a review of this decision by contacting the University's Records Management Section in writing (e.g. by letter or email) or in some other recorded form (e.g. audio or video tape). You should describe the original request, explain your grounds for dissatisfaction, and include an address for correspondence. You have 40 working days from receipt of this letter to submit a review request. The contact details for the Records Management Section are at the top of this letter. When the review process has been completed, if you are still dissatisfied, you may use the [Scottish Information Commissioner's guidance on making an appeal](#) to make an appeal to the Commissioner. If you do not have access to the Internet, please let me know and I will provide a copy of the relevant web pages.

## **Privacy notice for information request applicants**

[The University of Edinburgh's request privacy notice](#), which describes how we use the information you have supplied about yourself and your request, is published on the University website.

Yours sincerely

**Celia Jenkins**

Records Management Section

**If you require this letter in an alternative format, such as large print or a coloured background, please contact the Records Management Section on 0131 651 4099 or email [recordsmanagement@ed.ac.uk](mailto:recordsmanagement@ed.ac.uk)**