



Orientation policy for the introduction of new students at Örebro University and Örebro Student Union

Summary

The core values of the orientation – a sense of security, participation, respect and enjoyment– are to permeate the orientation and its activities. Fadders and generals are ambassadors of Örebro University and Örebro Student Union and play an essential role for the success of orientation. If any party, intentionally or unintentionally, would act in breach of this Orientation Policy, they may be dismissed from the orientation. This Orientation Policy has been drawn up by the Introduction Officer at Örebro University together with Örebro Student Union.

Background

This policy has been drawn up to clarify, to all parties involved, the aim of orientation and how orientation should be carried out to fulfil that aim. The aim of the Orientation Policy is to provide clear and tangible instructions to facilitate an orientation that can be carried out in such a way that the same conditions apply for everyone, every time. The policy shall be complied with at all orientation activities and by all participants who, in one way or another, are involved in the orientation.

About orientation

Orientation is the welcoming of new students at Örebro University (ORU) and Örebro Student Union (ÖS) as well as to the town of Örebro. Orientation is organised around activities that focus on three different elements:

- academic matters
- practical matters
- social matters

This means that orientation shall include activities that introduce new students to, for example, study techniques, rights and obligations, the Library, various functions at Örebro University, fellow students, student union sections, clubs and associations, as well as leisure activities.

The orientation is organised by the Introduction Officer at ORU who also holds the main responsibility for its practical and academic elements and puts together the general programme. The other partner is ÖS, which via its different student union sections organises local programmes, and holds the main responsibility for the social elements of orientation. All activities, regardless of who coordinates them, shall refer to and be permeated by the core values identified for the orientation: a sense of security, participation, respect and enjoyment. In addition to Örebro University and Örebro Student Union, Örebro Municipality (ÖM) is also an important partner of the orientation.

Core values, vision and aim

The orientation shall be permeated by the core values identified: a sense of security, participation, respect and enjoyment. With these core values in mind, together we want to create Örebro University's best orientation of all times, and thereby Sweden's best orientation.

Purpose of the orientation

The aim of the orientation is for every new student to grow, succeed and be happy in Örebro and in their studies, but also in life in general as well as in the future. We do this by making sure the students get off to a good start in their studies at Örebro University and in Örebro as a student town.



From the student perspective

A good orientation at ORU makes the transition from previous studies or work to higher education so much easier. Moreover, orientation gives students the opportunity to quickly adjust to their studies, understand how they may influence the quality of education, and get to know their fellow students. The purpose of the orientation is therefore for every student to succeed and feel good about their new situation at ORU.

From the Örebro University and Örebro Student Union perspective:

Participating and dedicated students are significant for the quality and development of ORU's and ÖS's operations. The orientation is important to get students involved in both organisations from the start and to highlight the channels available to them to make a difference during their time of study. A good introduction to the studies and the social aspects of student life, improve students' chances at succeeding at University and it increases the chance of them staying in Örebro to complete their courses and study programmes. In addition, a good orientation is contributing to ORU's and ÖS's good reputation, which, among other things, is important for the recruitment of new students and members.

From Örebro Municipality's perspective

A good orientation is of significance for the new students to feel welcome in Örebro as a town. Students are an important target group for the municipality when it comes to town development. One objective is to get students to feel so at home that they wish to stay in Örebro once they have completed their studies. Successful collaboration with ORU and ÖS in connection with the orientation is therefore significant in order to promote Örebro as a student and university town.

Target group

The target group of the orientation is new students, both Swedish and international, at ORU. This includes all new students, whether they are taking a course or programme, studying full time or part time, and regardless of which campus they are on. It is a diverse target group with differing interests, needs and backgrounds and this should be reflected in the activities on offer.



Guidelines for planning and carrying out orientation

Planning and format

- Planning of the Orientation Programme shall be done with the interests and needs of the target group in focus.
- The different elements of the Orientation Programme shall be evaluated and developed on a continuous basis.
- To make the orientation feasible in practice, the format of the activities should take into consideration the size and course range of each school/student union section¹.
- The timing of the Orientation Programme shall be flexible and based on student needs.
- The orientation should create and maintain positive collaborations with stakeholders outside the University that are of interest to the students.
- The student union section generals are responsible for planning and carrying out local programmes in accordance with the Orientation Policy.

Fadders and fadder training

- The fadder is meant to be an example and a mentor to the new student. Fadder responsibilities include introducing the new students to the academic, social as well as practical aspects of being a student.
- Students who are members of ÖS and have been students at ORU for at least one semester, may take part in the Orientation Programme as fadders of the new students.
- To become a fadder, students are required to submit a written online application via "Faddersläppet". In their application, students give the reasons why they think they would make a good fadder. It is then up to the generals for each student union section to decide, in consultation with the Introduction Officer and the Örebro Student Union Vice President, who will get the chance to participate as a fadder during the current orientation.
- Before each orientation, all fadders are required to take part in a fadder training programme. The aim is to prepare all fadders for their role as fadder – and ambassador – for Örebro University, Örebro Student Union and Örebro Municipality.

Information and communication

- All parties involved in the planning and carrying out of the orientation shall be familiar with the Orientation Policy as well as with the work of ÖS and ORU. All parties shall in addition demonstrate an understanding of and contribute to the purpose and aim of the orientation.
- Students are to be given relevant, easily accessible and easily digested information when they start at ORU.
- For activities where international students also take part, all information shall be available in English as well as Swedish.
- Everyone involved in the orientation is responsible for making sure that the information and communication between participants and to new students are easily accessible, easily digested and up to date.

Accessibility and inclusion

- Diversity shall be sought, both among organisers, participants, and in the range of activities offered.
- The orientation shall promote equality in all respects and be inclusive of all.
- The orientation shall never entail elements that may be perceived as degrading or discriminatory by any one individual or group.
- The orientation of new students shall be characterised by a high degree of accessibility on the part of ORU and ÖS and all students, regardless of prerequisites, shall feel welcome and included.

¹ During orientation, the international student association ESN is also regarded as a student union section.



Stance on alcohol and other addictive substances

- There may be no use whatsoever of illegal substances or drugs during orientation and its activities. This applies without exception to all persons participating in the orientation.
- All parties involved have a joint responsibility to prevent and hinder the abuse of alcohol and other addictive substances.
- Persons working with the orientation, employed or working for a fee, shall not consume alcohol during ongoing orientation activities.
- All parts of the general orientation shall be entirely alcohol free.

Handling alcohol during orientation

- There shall not be any type of hype around alcohol, making students feel coerced into drinking more alcohol than they would want to during orientation.
- The volunteers working during orientation, fadders as well as generals, shall refrain from alcohol or strictly limit their alcohol intake.
- Drinking alcohol shall never be the primary purpose of an activity.
- At least 50% of the local (student union sections') programme activities shall be totally alcohol free. For other activities, where there may be alcohol, alcohol-free alternatives shall be encouraged.

Sober fadders during orientation

- Each student union section must, at each activity, be represented by **at least one** fadder per fadder group who is not consuming alcohol. When several activities take place in the same day, the same person shall be the sober fadder at all activities.
- The purpose of having sober fadders is for them to provide extra support to the group and create a sense of stability and security when alcohol is present.
- The sobering fadders shall participate in the orientation activity as usual and may not drink alcohol for as long as they participate in the activity in question.
- If the orientation activity in question takes place in part or entirely at a restaurant, bar, nightclub or similar, the designated sober fadders shall accompany the students into the venue and stay for a while. The sober fadder shall consult with their generals how long they should stay.
- The designated sober fadders shall wear a captain's armband for easy identification by new students.

Personal relationships during orientation

- During orientation activities, all relationships shall be kept on a friendship basis, that is, there should not be any forms of sexual advances, nor should sexual relationships be entered into, either between volunteers or between volunteers and new students.
- Personal matters and personal relationships shall not affect the role as general, fadder or participant in the orientation.

Dismissal from orientation

- Generals, fadders and board members who have endorsed the contract for participating in the orientation can be dismissed from continued participation in the orientation or its activities. The decision on dismissal shall be made by the parties in charge. If a person has been discharged from their responsibilities, they may no longer participate in the current orientation.
 - A fadder or board member can be discharged by their general, the Introduction Officer, the Student Union Vice President/Student Welfare Officer, or the International Student Assistant.



- A general may be discharged by the Introduction Officer, and the Student Union Vice President/Student Welfare Officer. If and when a general is also a board member of their student union section, the decision shall be made in consultation with the chair of the student union section in question. If the general belongs to ESN, the International Student Assistant shall also participate in the decision.
- Other participants during orientation, such as new students or collaboration partners, may be dismissed if they break the Orientation Policy.



Guidelines for the appointment of generals and fadders

Generals

The general's role is to coordinate and have the ultimate responsibility for their student union section's local orientation programme and to ensure that the section complies with the Orientation Policy and that its members act according to the core values identified.

All generals are part of the "Qrake group", which is made up by the generals of all active student union sections during the semester in question as well as employees and student union officers working to coordinate the orientation. Generals participate in meetings, courses and activities organised before and during orientation. The aim of the Qrake group is to create unanimity throughout orientation and it also functions as the highest decision-making body for the orientation. The Introduction Officer has the role of convenor of the Qrake group.

Election of generals

- To be eligible for election as general, the candidate must be a student at ORU and a member of Örebro Student Union.
- In addition, the successful candidate must meet the criteria for elected positions within Örebro Student Union.
- All generals sign a general's contract describing what the post of general entails as well as the duties to be undertaken by the general.

Fadders

Being a fadder entails getting involved in the orientation for the new students at ORU. Fadders are ambassadors for Örebro University, Örebro Student Union and Örebro Municipality.

All fadders undertake to support, guide and facilitate a smooth transition for the new students by being available to answer questions on the academic, practical and social aspects of being a student. Their responsibilities also include ensuring that the orientation fulfils its vision and aim.

Election of fadders

- To be eligible for election as fadder, the candidate must be a student at ORU and a member of Örebro Student Union.
- All fadder applications are made online via the "Faddersläppet" feature. The fadder application window opens when the planning of the Orientation Programme begins.
- Each student union section general is responsible for appointing fadders for their section.
- It is possible for the student union section generals to receive applications and hold interviews before the fadder application window opens to appoint team leaders and other positions of responsibility.
- All fadders sign a fadder contract describing the fadder role, responsibilities and what the work as a fadder entails during orientation.
- Guidelines for the number of fadders to be appointed for each student union section is based on the number of new students admitted and will be provided by the Introduction Officer.



Guidelines for the participation of other parties

Board members

The board members of the student union sections have permission to be a part of orientation. The purpose of their participation is to represent the student union section board and to encourage the new students and fadders to continue their involvement within the student union sections.

Rules of conduct

- The board members of the student union sections sign a board member contract, entitling them to participate in orientation activities.
- The board members of the student union sections shall, when they wish to participate in a specific activity during orientation, contact the generals for approval.
- Board members of the student union sections shall be aware that orientation is for the new students first and foremost.
- Board members elected as fadders participate in the orientation on the same terms as other fadders.

New students

Orientation is designed for new students embarking on their first semester at ORU, a basic course, or their first semester on an undergraduate programme.

Rules of conduct

- All new students participating in orientation are expected to respect and comply with the Orientation Policy.
- If and when new students prevent orientation to fulfil its aim or act according to the identified core values, these students may be refused to take part. The right to dismiss a new student from participating in the current orientation is reserved for generals, who shall consult the Introduction Officer prior to the decision.

Other parties

Other parties, such as collaboration partners and external organisations, are expected to respect and comply with the Orientation Policy like all other parties participating in orientation.