**Implementation of recommendations from *Change the course: National report on sexual assault and sexual harassment at Australian universities***

As at June 2018

| **University name: The University of Notre Dame Australia** |
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| **Recommendation no.** | **Action already taken** | **Planned/future action** |
| 1 | The Vice Chancellor takes direct responsibility for implementation of the AHRC recommendations, and is guided by a committee that was established for that purpose – known as the Vice Chancellor’s Advisory Committee for Addressing Sexual Assault and Sexual Harassment on Campus. The Committee, which reports directly to the Vice Chancellor, meets at least four times a year and includes students, general staff, academic staff and health professionals. The Committee has settled an Action Plan, which has been endorsed by the University, with timeframes for meeting the AHRC recommendations by the end of 2018. | The Advisory Committee will continue to provide detailed recommended actions to the Vice Chancellor and other senior executive in relation to meeting each of the AHRC recommendations, in accordance with the timeframes set out in the Action Plan.The Advisory Committee will prepare a report for the Vice Chancellor regarding the implementation of the AHRC recommendations by December 2018. |
| 2 | The University has been researching options for education programs (internal and external) that address the drivers of sexual assault and sexual harassment, including behaviours that constitute sexual assault and sexual harassment, consent and respectful relationships, ‘violence supportive attitudes’ and bystander intervention – for all levels of the University including current and future students, staff, clubs, societies and student unions. These will be assessed by the Advisory Committee and recommendations made to the University. The Advisory Committee is also considering appropriate communication strategies to support the education programs that will be recommended.  | The Advisory Committee will make detailed recommendations to the Vice Chancellor and other senior executive on these matters by end August 2018.The University will continue to monitor the development by Universities Australia of a ‘Respectful Relationships Education Program’ tailored for students in Australia universities. This will be reviewed by the Advisory Committee and recommendations made to the University shortly thereafter. |
| 3 | * Implementation of a new [Sexual Assault & Sexual Harassment Policy](https://www.notredame.edu.au/current-students/health-and-wellbeing/sexual-assault-and-harassment), which sets out Notre Dame’s clear and unequivocal statement that sexual assault and sexual harassment on our campuses will not be tolerated. The policy articulates and confirms the University’s commitment to the prevention of sexual assault and sexual harassment and to the protection of the safety and wellbeing of students and staff.
* Implementation of [Disclosing Sexual Assault and Sexual Harassment Procedure](https://www.notredame.edu.au/current-students/health-and-wellbeing/sexual-assault-and-harassment) for students and staff including guidance on disclosure, formal reporting, confidentiality, external reporting, contacts and resources.
* Implementation of [Responding to Disclosure of Sexual Assault and Sexual Harassment Procedure](https://www.notredame.edu.au/current-students/health-and-wellbeing/sexual-assault-and-harassment) for staff including guidance on managing and responding to disclosures of sexual assault and sexual harassment, with additional checklist and incident record form.
* Development and implementation of a new [Support Officer](https://www.notredame.edu.au/current-students/health-and-wellbeing/sexual-assault-and-harassment) role on all campuses, to provide care, guidance and support following disclosure of sexual assault and sexual harassment, to ensure coordinated oversight of additional support services and resources, and to provide information and support regarding University formal reporting avenues for individuals who wish to make a formal report. Since the Support Officer role was developed, additional female and male Support Officers have been appointed to increase numbers and accessibility. Regular Support Officer meetings take place to share experiences and promote best practice in relation to responding to disclosures of sexual assault and sexual harassment.
* Regular consultation and communication with the Student Board with respect to the University’s response to the survey findings and actions required, and support for student initiatives regarding ‘Building Safer Universities’.
* Initial review and update of the University’s website and University App with clear and accessible information on:
	+ The University’s unequivocal statement that sexual assault and sexual harassment will not be tolerated on our campuses;
	+ Disclosing or reporting sexual assault and sexual harassment;
	+ Safety and security [on campus](http://www.nd.edu.au/Student-Wellbeing%2C-Safety-and-Support/safety-and-security) and on [public transport](https://www.notredame.edu.au/current-students/health-and-wellbeing/safety-and-security);
	+ Internal and external support services that are available to students and staff;
	+ *Respect. Now. Always* and the AHRC *Change the Course* report.
* The Advisory Committee is currently reviewing the ways in which the University provides information to students and staff about internal and external support services and reporting processes for sexual assault and sexual harassment, with the aim of providing the Vice Chancellor with detailed recommendations for improvements.
* Specific information and communication strategies have been developed for Orientation Day/Orientation Week for students to raise awareness and provide information about internal and external support services and reporting pathways.
* Improvements have been made regarding the quality of information that is provided to new staff at induction regarding the University’s policies and procedures concerning sexual assault and sexual harassment, and the role of Support Officers.
 | By end August 2018, the Advisory Committee will make detailed recommendations to the Vice Chancellor regarding:* further training needs of staff and students overall, and taking into account the training needs of specific groups including people with a disability and from culturally and linguistically diverse (CALD) backgrounds; and
* ways to improve the information that is provided to students and staff about internal and external support services and reporting processes for sexual assault and sexual harassment, including information provided on the University website and University App, at student orientation, in notices/flyers/pamphlets/contact cards, in staff induction materials, including specific information for international and study abroad students, and considering the accessibility of information for people from CALD backgrounds.
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| 4 | Finalisation of Terms of Reference for the University to commission an independent, expert-led review of University policies, procedures and response pathways in relation to sexual assault and sexual harassment. Expressions of interest are being sought from potential external reviewers with the aim of commissioning the review by 1 August 2018.  | The University will commission an independent, expert-led review of University policies, procedures and response pathways in relation to sexual assault and sexual harassment by 1 August 2018.  |
| 5 | * Provision of training to all University staff and Student Board representatives across the campuses regarding internal and external reporting avenues, and responding within the University to disclosures of sexual assault and sexual harassment. Specific training sessions were also provided to staff who were identified as being most likely to receive disclosures of sexual assault and sexual harassment – including Support Officers, Grievance Officers, University residences staff, University counsellors, Disability Support Officers and other staff within the Academic Enabling and Support Centre, and Student Board members. This included external training for front line responders provided by the Sexual Assault Referral Centre (Fremantle) and NSW Rape Crises Centre (Sydney).
* The Advisory Committee is currently reviewing the training that has taken place to date on responding to disclosures of sexual assault and sexual harassment, to assess the further training needs of students and staff overall, and taking into account the training needs of specific groups including people with a disability and from culturally and linguistically diverse (CALD) backgrounds.
 | By end August 2018, the Advisory Committee will make detailed recommendations to the Vice Chancellor regarding further (and regular) training needs of students and staff in relation to responding to disclosures of sexual assault and sexual harassment. The recommendations will consider the needs of students and staff overall, and will take into account the training needs of specific groups including people with a disability and from culturally and linguistically diverse (CALD) backgrounds. These will then be incorporated within the University’s training and development framework. |
| 6 | Development and implementation of reporting processes to monitor and evaluate the prevalence of sexual assault and sexual harassment on all campuses and the effectiveness of response and prevention initiatives. Through input provided by the Advisory Committee, the reporting and monitoring processes are being refined and improved on an ongoing basis. Every six months, the Vice Chancellor is provided with a report that includes de-identified data relating to disclosures of sexual assault and sexual harassment across the University, with identification of any trends or identifiable concerns that arise, along with recommendations for any necessary improvements to processes. This report is provided to the governing boards of the University and is included within the agenda as an item for discussion. | Ongoing  |
| 7 | The University has sought to ensure that appropriate numbers of University counsellors were available to respond to disclosures of sexual assault and sexual harassment, in the period immediately following publication of the AHRC *Change the Course* report, and ongoing – with increased hours for counsellors where indicated. An internal review of counselling staff qualifications and training re specialist expertise in sexual assault and sexual harassment trauma counselling was undertaken, and found to be satisfactory. University counsellors have been trained regarding internal and external reporting requirements, and responding within the University to disclosures of sexual assault and sexual harassment. In addition, University counsellors were among identified frontline responders who received specific additional training sessions, including sessions provided by the Sexual Assault Referral Centre (Fremantle) and NSW Rape Crises Centre (Sydney). | The Advisory Committee will review the need for further audits in this area and make a recommendation to the Vice Chancellor, if needed, by end December 2018. |
| 8 | As part of its Action Plan, the University has committed to monitoring developments with Universities Australia who have indicated they will undertake a follow-up national student survey three years after the AHRC *Change the Course* report, to measure the effectiveness of initiatives undertaken by the university sector and to guide further action.  | Ongoing. At relevant times the University will engage in independent surveys to track progress in reducing prevalence of sexual assault and sexual harassment incidents at a sector-wide level. |
| 9 | The University is liaising with Universities Australia regarding UA initiatives in relation to the development of specific resources for University residences to assist them to prevent and address sexual assault and sexual harassment. Meanwhile, student residences staff have received training regarding internal and external reporting requirements, and responding within the University to disclosures of sexual assault and sexual harassment. University residences staff have also been given specific front line responder training, as they were identified as being among the staff who were most likely to receive disclosures of sexual assault and sexual harassment. This included external training provided by the Sexual Assault Referral Centre in Fremantle, where the University’s residences are located. | The University will continue to monitor developments with Universities Australia and will consider a full review of recruitment, induction and training of student residence staff and students. The Advisory Committee will provide recommendations to the Vice Chancellor by end December 2018. |