

# PROCEDURE TO DISCLOSE AND REPORT INAPPROPRIATE BEHAVIOUR

## A guide for UWA students and staff



ENSURE IMMEDIATE SAFETY

See reverse for full service information and contact details.

I have experienced and/or witnessed inappropriate behaviour

Are you in immediate danger or requiring medical help?

YES

**EMERGENCY CONTACTS:**  
 Emergency Services: 000  
 UWA Security: 6488 2222 (on campus)  
 SafeZone App

NO

Have you experienced sexual assault in the past 14 days?

YES

**Sexual Assault Resource Centre:**  
 - Open 24/7, 365 days  
 - Forensic and medical support  
 - Counselling  
 - Connect with Police (if desired)  
 P | 6458 1828 / 1800 199 888

NO

Do you need wellbeing, academic or workplace support or advice from the university?

YES

NO

**STUDENT OPTIONS**

UWA Mental Health and Wellbeing Services

Guild Student Assist

**STAFF OPTIONS**

UWA Staff Health and Wellbeing Team

Employee Assistance Program

MAKING A DISCLOSURE FOR WELLBEING, ACADEMIC AND WORKPLACE SUPPORT

Do you wish to make a report or complaint?

YES

**UWA OPTIONS**

**EXTERNAL OPTIONS**

FOR STUDENTS

FOR STAFF

Integrity and Standards Unit

Human Resources Business Partner

WA Police

Equal Opportunity Commission

Office of the eSafety Commissioner

Fair Work Commission

REPORTING OPTIONS

# SAFETY, DISCLOSURE AND REPORTING OPTIONS

## ENSURE IMMEDIATE SAFETY

### IF SOMEONE IS IN IMMEDIATE DANGER OR REQUIRES MEDICAL ATTENTION:

#### Emergency Services

24/7 emergency line  
Police, Fire or Ambulance Services

000

#### UWA Security

24/7 Crawley campus emergencies

6488 2222  
SMS 0438 739 744

ACTIVATE THE EMERGENCY ICON IN YOUR SAFEZONE APP FROM ANY CAMPUS

### FOR AN INCIDENT OF SEXUAL ASSAULT IN THE PAST 14 DAYS:

#### Sexual Assault Resource Centre (SARC)

24/7 emergency line T | 6458 1828 or 1800 199 888

- Free and confidential service.
- Immediate, emergency assistance including medical, forensic and counselling support, up to 2 weeks after a sexual assault.
- Can support a person's decision to involve Police (optional).

## MAKING A DISCLOSURE FOR WELLBEING, ACADEMIC AND WORKPLACE ADVICE AND SUPPORT

### STUDENTS

#### UWA Mental Health and Wellbeing Services

W | [uwa.edu.au/students/support-services](http://uwa.edu.au/students/support-services)

LMS | Self-refer through LMS home page

- First point of contact for students impacted by inappropriate behaviour, sexual harm or family and domestic violence.
- Confidential wellbeing support and safety planning.
- Assistance with academic concerns.
- Fast-track referral to other services.
- Explore reporting options.



### STAFF

#### UWA Staff Health and Wellbeing Team

W | [bit.ly/UWASTaffWellbeing](http://bit.ly/UWASTaffWellbeing)

E | [staffwellbeing@uwa.edu.au](mailto:staffwellbeing@uwa.edu.au)

- For advice on managing mental health in the workplace, wellbeing concerns or on temporary work adjustments.

#### Employee Assistance Program (PeopleSense)

W | [bit.ly/UWAPeoplesense](http://bit.ly/UWAPeoplesense) T | 1300 307 912 (24/7)

E | [reception@peoplesense.com.au](mailto:reception@peoplesense.com.au)

- Free, confidential counselling service, 6 sessions per year.
- Assist with personal or work-related issues that may be impacting health, wellbeing or job performance.

## REPORTING OPTIONS

UWA encourages individuals to report incidents that may constitute a criminal offence to Police in the first instance.

### STUDENTS

#### UWA Integrity and Standards Unit (ISU)

W | [bit.ly/4eCZWAx](http://bit.ly/4eCZWAx)

T | 6488 8547/7986/1976 or 0400 890 879

E | [integrityandstandards@uwa.edu.au](mailto:integrityandstandards@uwa.edu.au)

- Receive, investigate and resolve reports and complaints related to the UWA community.
- Report online via the Report Inappropriate Behaviour Form, by phone, in writing or in person by appointment.



### STAFF

#### UWA Staff Business Partnering Team

W | [bit.ly/UWASTaffBP](http://bit.ly/UWASTaffBP)

E | [disclosure-officer@uwa.edu.au](mailto:disclosure-officer@uwa.edu.au)

- Receive, advise, investigate and resolve staff conduct related matters and complaints.
- Assist with performance development and improvement.
- Find the appropriate Adviser for your work area in the Service Directory.

## REPORTING OPTIONS FOR THE UWA COMMUNITY

#### WA Police

W | [police.wa.gov.au/your-safety](http://police.wa.gov.au/your-safety)

| [crimestopperswa.com.au](http://crimestopperswa.com.au)

T | 131 444

Report crimes that have happened in the past or when police attendance is required.

Report crimes anonymously through Crime Stoppers.

#### Equal Opportunity Commission

W | [eoc.wa.gov.au](http://eoc.wa.gov.au)

T | 9216 3927

E | [eoc@eoc.wa.gov.au](mailto:eoc@eoc.wa.gov.au)

Investigate and endeavour to conciliate allegations of discrimination based on the Equal Opportunity Act.

#### Office of the eSafety Commissioner

W | [esafety.gov.au/report](http://esafety.gov.au/report)

Help to remove serious online abuse, illegal and restricted online content such as cyberbullying of a young person (under 18), adult cyber abuse, image-based abuse.

#### Fair Work Commission

W | [fwc.gov.au](http://fwc.gov.au)

T | 1300 799 675

E | [perth@fwc.gov.au](mailto:perth@fwc.gov.au)

Provide assistance with disputes in the workplace.

## ADDITIONAL RESOURCES

#### UWA DIVERSITY, EQUITY AND INCLUSION CONTACT OFFICERS

W | [bit.ly/UWADEIContacts](http://bit.ly/UWADEIContacts)

- Staff volunteers who provide confidential advice, preliminary support and information to staff/students.
- Enable a person to make an informed choice as to how to deal with a concern.

#### BEYOND BLUE

W | [beyondblue.org.au/get-support](http://beyondblue.org.au/get-support)

T | 1300 224 636

- Available 24/7 for brief mental health counselling via phone or webchat.

#### 1800RESPECT

W | [1800respect.org.au](http://1800respect.org.au)

T | 1800 737 732

- National sexual assault, domestic family violence counselling service.
- Interpreters available.