1. OVERVIEW
Bond University (BU) is committed to fostering a healthy culture of respect and responsibility that provides for a safe and supportive campus free from all forms of Sexual Assault and Sexual Harassment for all members of the Bond Community.

2. POLICY SCOPE
This Policy applies to all members of the Bond Community, including all students, staff and visitors to Bond Campus.

Breaches of this Policy will be dealt with under the Discipline Regulations (students) or the Bond University Code of Conduct Policy (staff).

3. THE POLICY
These principles reflect the University’s commitment to a safe and supportive campus:

3.1. Bond University has a zero-tolerance approach to Sexual Assault and Sexual Harassment.

3.2. Our values of respect and equality will be embedded within all aspects of our University life, including our academic and extracurricular pursuits, and our events, activities and messages, both within the University and externally.

3.3. The University acknowledges that education and awareness are important aspects of prevention and has committed to embedding relevant content into our academic curriculum to ensure that our students are well informed as to the issues our community faces and the importance of personal responsibility for action and change.
3.4. The University will coordinate and align the advisory and support services available to students and staff, including counselling, medical services, interpreter services and security services, whilst remaining respectful of students' and staff's rights to privacy and confidentiality.

3.5. The safety, welfare and Support of the Bond Community is paramount. The University recognises that Sexual Assault and Sexual Harassment is likely to have an adverse impact on members of the Bond Community and is committed to appropriately supporting those affected including the coordination of Reasonable Measures for students and staff.

3.6. Members of the Bond Community, particularly supervisors, managers, and residence staff are informed of the advisory and support systems available and are expected to respond in a respectful, supportive and sensitive manner when they are made aware of information regarding Sexual Assault and Sexual Harassment. (Refer to the Staff Protocol for Responding to an Allegation of Sexual Assault.)

3.7. The University will work with the Queensland Police Services and other external agencies, where appropriate, to ensure that individuals who are reporting incidents are treated with sensitivity and professionalism.

3.8. The University aims to streamline and simplify reporting options, ensuring they are accessible and available through multiple avenues, to minimise the number of times a student or staff member needs to recount a traumatic experience.

3.9. The University will not tolerate Victimisation. Adverse action taken against a Discloser may be unlawful under the Fair Work Act 2009 (Cth) and the Whistleblowers' Protection Act (QLD). The University will not tolerate victimisation of a Discloser, Respondent or person legitimately associated with the resolution of a grievance.

3.10. Policies supporting this Policy aim to adopt a respectful, supportive and sensitive approach and afford Procedural Fairness.

4. Reporting and Monitoring
Bond University has a legal obligation to contact the Police on behalf of all minors (under 18 years of age) who report experiencing a sexual assault. Contact with Police in these circumstances will be managed by Security.

Legal adults (18+) may make their own choice in regard to Police involvement, except when evidence brought forward indicates that the broader safety of the community could be in jeopardy. Such instances may invoke Bond University's Duty of Care and the University reserves the right to identify risks and implement appropriate actions to ameliorate that risk to provide a safe work and study environment. The University will comply with any mandatory legal reporting obligations.

The University Student Wellbeing & Safety Advisory Committee will monitor information regarding sexual assault and sexual harassment including:

4.1.1. the number and types of Disclosures made;
4.1.2. the number and types of Formal Reports made;
4.1.3. the number of Disclosures and Formal Reports also reported to the police or other external agency;
4.1.4. whether further action was taken in response to Formal Reports, including the number referred for a Disciplinary Process;
4.1.5. the types of Support provided by the University and the number of instances of each;
4.1.6. the types of Reasonable Measures implemented and the number of instances of each;
4.1.7. a summary of any patterns that emerge from the monitoring conducted, including any recommendations for further improving the University's relevant policies and procedures; and
4.1.8. any further statistics it considers necessary from time to time.

The University will report to the Vice-Chancellor, semesterly through the Student Wellbeing & Safety Advisory Committee.

5. DEFINITIONS

Bond-related Conduct
Meaning any conduct that is connected to BU, including conduct that:

- occurs during, or in connection with, any function, activity or event related to BU (whether sanctioned by BU or otherwise);
- occurs when a person is representing BU in any capacity;
- occurs during, or in connection with, the performance of duties for BU;
- occurs using, or is facilitated by, BU ICT resources or other BU equipment; or
- occurs on, or in connection with, any property owned, leased or occupied by BU (or any entities it controls) or any lands or roads within any BU campus.

**Bond Community**

Means current students (enrolled and visiting), alumni, staff, other workers, volunteers, official visitors, recognised individuals, honorary position holders, adjunct academic and support position holders, suppliers of academic placements or official suppliers of academic-related activity, and anyone else contractually bound to comply with this Policy.

**Consent**

Consent can only be freely and voluntarily given by a person with the cognitive capacity to do so.

"Consent" is the voluntary agreement to the act or acts in question and to continue to engage in the act or acts. Voluntary agreement to engage in the activity or to continue to engage in the activity must be communicated through words or conduct.

- Consent can be withdrawn at any time during the act or acts in question.
- Consenting to a sexual activity with an individual or individuals does not mean that consent is given for another sexual activity with an individual or individuals, and consent only applies to each specific instance of sexual activity.
- Circumstances in which a person does not consent to an act or acts include:
  a) the person is asleep or unconscious;
  b) the person is incapable of consenting, such as where they are affected by alcohol or another drug;
  c) the person submits to the act because of: force or the fear of force; threats or intimidation; fear of harm; exercise of authority; or false or fraudulent representations about the nature or purpose of the act; or
  d) the person submits to the act because of false or fraudulent representation of identity.
- Consent cannot be given by a person under the age of 16 years.

**Discloser**

A person who makes a Disclosure or a Formal Report on their own behalf. It also includes a person on whose behalf a Disclosure or Formal Report is made by a Third-Party Reporter.

**Disclosure**

For the purposes of this Policy, the sharing of information regarding Sexual Assault and Sexual Harassment either verbally or through the Report an incident button on the Bond Safety. Respect. Care. Consent website ([https://bond.edu.au/respect](https://bond.edu.au/respect)).

**Formal Report**

Providing a formal statement regarding Sexual Assault and Sexual Harassment. A formal statement regarding Sexual Assault and Sexual Harassment given to the police or another external agency is a Formal Report, provided that the University is also made aware of its existence and it is referred by the Discloser or Third-Party Reporter to a member of the Serious Incident Report Group (SIRG).

**Procedural Fairness**

Respondents are entitled to procedural fairness including: (a) a fair opportunity to participate in the investigation and to understand and respond to adverse material which emerges in the investigation; (b) if the investigation reaches adverse findings against the respondent, a fair opportunity to respond to those allegations before a final decision is made in relation to disciplinary action.

**Reasonable Measures**

Arrangements or adjustments that may be implemented on a case-by-case basis where a Disclosure or Formal Report has been made. (Refer to the Interim Measures, Investigation, and Resolution tab on the Response to Sexual Misconduct website.)

**Respondent**

A person about whom a Disclosure of Sexual Assault and Sexual Harassment is made as part of a Formal Report.

**Serious Incident**

Unacceptable behaviour that causes serious and imminent risk to the health or safety of a person including sexual Assault and Sexual Harassment, bullying, harassment, discrimination, and violence.

**Serious Incident Report Group (SIRG)**

The SIRG is comprised of: Vice-Chancellor & President; Campus Security Manager; Coordinator, Counselling & Medical Services; Deputy Vice-Chancellor (Students & Support Services); Director, Students & Academic Services; Director, Commercial Services; and Executive Assistant to the DVC (Students & Support Services) and is responsible for coordinating the University’s responses to Disclosures or Formal Reports of Serious Incidents within the Bond Community,
Sexual Assault

Sexual assault includes a range of behaviours, all of which are unacceptable and constitute a crime. Sexual assault occurs when a person is forced, coerced or tricked into sexual acts against their will or without their consent, including when they have withdrawn their consent.

Sexual Harassment

The 14 behaviours considered to be sexual harassment by the Australian Human Rights Commission are:

- Unwelcome touching, hugging, cornering or kissing;
- Inappropriate staring or leering that made you feel intimidated;
- Sexual gestures, indecent exposure or inappropriate display of the body;
- Sexually suggestive comments or jokes that made you feel offended;
- Sexually explicit pictures, posters or gifts that made you feel offended;
- Repeated or inappropriate invitations to go out on dates;
- Intrusive questions about your private life or physical appearance that made you feel offended;
- Inappropriate physical contact;
- Requests or pressure for sex, or other sexual acts;
- Other unwelcome conduct of a sexual nature (excluding online);
- Sexually explicit emails or SMS messages;
- Repeated or inappropriate advances on email, social networking websites or internet chat rooms;
- Inappropriate commentary, images or film of you distributed on some form of social media without your consent;
- Other unwelcome conduct of a sexual nature that occurred online.

Sexual harassment is unlawful when it falls within the relevant statutory definition under the Anti-Discrimination Act 1991 (Qld) and/or the Sex Discrimination Act 1984 (Cth).

Sexual harassment may also in certain circumstances be a criminal offence.

Support

All reasonable steps to support all parties affected by Sexual Assault and Sexual Harassment, which will normally be coordinated by the SIRG. (Refer to the Supporting your physical wellbeing and Supporting your emotional wellbeing tabs on the Response to Sexual Misconduct website.)

Third-Party Reporter

A person who makes a Disclosure or Formal Report on behalf of or in relation to another person.

Victimisation

Happens if when a person does an act, or threatens to do an act against a person because:

- they have made a Disclosure, (Discloser), or are associated with a person who has made a Disclosure, under this Policy, or
- they have had a Disclosure made against them (Respondent) or are associated with a person who has had a Disclosure made against them, under this Policy.

6. RELATED PROCEDURES AND GUIDELINES

Safety, Respect, Care, Consent Student Support Strategy
Staff Protocol for Responding to an Allegation of Sexual Assault
Appeals Against Decisions
Student Housing Handbook
Staff Protocol for Responding to an Allegation of Sexual Assault

The information on this web page aims to guide Bond staff through the process they are required to follow when a Bond student or staff member discloses to them that they have been sexually assaulted.

The term, 'sexual assault' used in this document includes actual or threatened indecent assault, rape, sexual abuse or any other form of sexual violence. In the context of the criminal law system in Queensland, this term principally refers to an actual or threatened assault with the intent to engage in sexual intercourse or engaging in sexual intercourse without consent.

Bond University recognises the need for a staff protocol that can assist in addressing the impact of alleged sexual assaults disclosed within a University setting. Such protocols aim to assist staff to respond in a consistent, effective and timely manner to a Disclosure of an allegation of sexual assault and to support all individuals involved.

PRINCIPLES

The University respects the rights of all adult survivors of sexual assault to be in control of the decisions affecting them, including the student's or staff member's right to decide whether to seek counselling, medical services, police and legal intervention, as will be offered to them.

The University carries additional responsibilities under law where the person who is reporting sexual assault is under 18 years of age – see Step 2 below.

Supporting a person who discloses a sexual assault (Discloser) can have a major influence on their recovery, their willingness to proceed with legal action and to seek medical and counselling services. It is important to assist the Discloser to begin to feel safe. This will help them to begin the process of working out what they want to have happen next.

If someone discloses an instance of alleged sexual assault to you, you should:

- Provide privacy for the Discloser.
- You are not expected to be an expert or counsellor, and are in fact strongly encouraged to guide them to a person who is skilled in managing a crisis but in the interim, there are 2 Key things to say:
  - I am sorry for what has happened to you
  - I will do what I can to help

Never ask “why” or attempt to investigate.

IF A STUDENT OR STAFF MEMBER TELLS YOU THAT THEY HAVE BEEN SEXUALLY ASSAULTED:

Step 1: Establish immediate safety
Your primary concern should be to ensure the immediate safety and welfare of the Discloser.

If you or another person are at immediate risk:

- call 000 now and report the incident to emergency services
- then call Bond Security (07) 5595 1234.

Immediate risks to the person’s safety might include an imminent danger from the alleged perpetrator or an immediate medical emergency.

Step 2: Establish whether the person is under 18
Under the Child Protection Act, Bond University has a legal obligation to report all sexual abuse of minors (a child or young person under 18 years of age) to the Police.

- Ensure the Discloser has someone with them for support at all times so they are not left unattended.
- Take the Discloser to Security who will ensure they receive the appropriate counselling, and access to medical treatment and legal assistance.
**Step 3:** If the student or staff member is over 18 years of age

- Ensure that the Discloser has someone with them for support at all times so they are not left unattended.
- Advise the Discloser that they are able to access a support person of their choice and facilitate contact. This may also include contact with services listed below.

Assistance can be given as listed below. Ensure all reasonable steps to accommodate the Discloser’s expressed preference for female or male personnel are considered.

**ON CAMPUS**

**Office Hours** (M-F, 8.30am-5.00pm):
Bond University Medical, Psychological and Disability Services ph: (07) 5595 4002

**After Hours:**
Bond University Campus Security 24/7 ph: (07) 5595 1234

**OFF CAMPUS**

**After Hours:**
Bond University Campus Security 24/7 ph: (07) 5595 1234
Police/Ambulance: ph: 000
Robina Police Station ph: (07) 5656 9111
Robina Hospital ph: (07) 5668 6000
Gold Coast Mental Health Services Acute Care Team ph: 1300 642 255
1800 Respect National Counselling Helpline 24/7 ph: 1800 737 732

**Step 4:** Provide information and facilitate access to medical, counselling, and legal support

Advise the Discloser of the support available to them. If the incident has only just occurred, the Discloser should consider medical support as a priority.

**Medical Support**

Medical attention for sexual assault survivors is vital for detecting and treating a range of medical concerns, including sexually transmitted infections, pregnancy, and injuries. Ideally individuals who have experienced a sexual assault should be seen as soon as possible to address these health concerns.

Individuals who have been sexually assaulted may wish to preserve evidence for legal purposes and should go to a hospital or medical facility immediately to seek medical examination and evidence collection. Local Hospitals can perform a forensic examination (i.e. rape kit) as well as treat injuries.

The Bond University Medical, Psychological and Disability Services ph: (07) 5595 4002 can facilitate access to medical care and should be the first point of contact in office hours (see above). For after hours incidents, take the Discloser to Security who will liaise with the hospital.

- Robina Hospital
  Emergency Department
  2 Bayberry Lane, Robina
  Ph: (07) 5668 6000
- Gold Coast University Hospital
  Emergency Department
  Hollows Way, Southport
  Ph: 1300 744 284
- John Flynn (Private) Hospital
  Emergency Department
  42 Inland Drive, Tugun
  Ph: (07) 5598 9000
- Pindara (Private) Hospital
  Emergency Department
  Allchurch Avenue
  Benowa
  Ph: (07) 5588 9000

**Counselling**

Communicate the importance of counselling services to the Discloser and encourage them to seek assistance. Even if some time has passed or the alleged incident happened a long time ago, it is still worth speaking to a medical and mental health professional to seek assistance.

Our team of Psychologists are available to help students and staff members access useful resources on and off campus, to inform the student or staff member of their options (i.e. medical, psychological and legal), and to offer assistance regarding academic allowances where needed (deferred examinations, change of class, or whatever is deemed appropriate) or staff leave.
Police and Legal Support
You should accompany the Discloser to Security if they want to report an instance of sexual assault to the Police.

Bond University has a legal obligation to contact the Police on behalf of all minors (under 18 years of age) who report experiencing a sexual assault. Contact with Police in these circumstances will be managed by Security.

Legal adults (18+) may make their own choice in regard to Police involvement, except when evidence brought forward indicates that the broader safety of the community could be in jeopardy. Such instances may invoke Bond University’s Duty of Care responsibilities and the University reserves the right to take a case forward to the Police.

Provide information containing referral numbers for assistance
Even if the student or staff member does not want assistance at this time, provide referral information in case it is needed subsequently.

Bond University Emergency Contacts:


Step 5: Reporting the incident
Advise the person that they should report the incident, either directly to the Security Office in person, or via the “Report an Incident” button accessible on the Bond University Safety and Security website:

Report an Incident

There are many reasons why a person may not want to report the incident. They may be worried about not being believed, fear of reprisals, not wanting family or others to know, humiliation, shame and lack of faith in the Police and justice system, or they may have made a positive decision to protect their privacy. In any case, no judgment should be made where a person does not want to report the incident.

If you cannot confirm that the student or staff member has reported the incident themselves, you should inform the student or staff member that you are required to report the incident to Bond University Security who will ensure that the information is confidential.

Security will assess whether there are any serious health or safety issues to the student or staff member, or the wider community (see Step 4 Police and Legal Support above).

Security will keep a secure record of all incidents of sexual assault and harassment, and produce regular, deidentified reports for senior management to help the University to monitor occurrences, identify and respond to systemic issues, and continually improve our pro-active and responsive systems.

Primary contacts for Bond University’s Critical Incidents:

**Bond Security**  
(07) 559-51234  
Safety and Security supports students, staff and the Bond community 24/7

**Medical, Psychological & Disability Services**  
(07) 5595 4002  
Front Desk or Nurse  
Between 9.00am to 5.00pm weekdays. Closed on Public holidays  
Medical support, information and referral
**Director, Student & Academic Services**  
(07) 559-51035, or 0478 599 293  
Academic and personal support, referral and information regarding internal discipline processes

**Human Resources Office**  
Chris Andrews, Director of Human Resources  
(07) 5595 1100  
candrews@bond.edu.au

Gina Coetzee, Deputy Director of Human Resources  
(07) 5595 1203  
gcoetzee@bond.edu.au  
Support, referral, and information regarding internal discipline processes

**Step 6: Debriefing for you**  
Debriefing for any staff member or student who has had an allegation of sexual assault disclosed to them is available through the Bond Medical, Psychological & Disability Services (ph: (07) 5595 4002).