The Women's College
within The University of Queensland
ready to lead

# Gender-Based Violence Prevention and Response Policy

## 1. Purpose

The Women's College is committed to fostering a safe, respectful, and inclusive residential environment by promoting a culture that actively prevents gender-based violence (GBV) within our community. In alignment with the National Higher Education Code to Prevent and Respond to Gender-Based Violence (2025), any form of GBV is unacceptable and will not be tolerated. When incidents are observed, disclosed, or reported, The Women's College will adopt a strong stance of supporting Disclosers through a person-centred and trauma-informed approach. All matters will be treated sensitively, addressed promptly, and managed in accordance with legal requirements.

The Women's College recognises that gender-based violence is disproportionately experienced by women, Indigenous Australians and culturally and linguistically diverse communities, people with disability and people of diverse sexual orientation and gender identities. We are committed to addressing the range of drivers of this harm through organisation-wide action.

## 2. Scope

This policy applies to all students (residents and associates), staff, Council members, contractors, visitors, and affiliated organisations engaging with The Women's College. It covers all activities within the College premises, College-sponsored events, online interactions, and any situation impacting members of the College community.

## 3. Roles and Responsibilities

The Head of College & CEO oversees GBV policy implementation. Staff and student leaders are responsible for modelling respectful behaviour and supporting prevention initiatives. All community members share responsibility for maintaining a safe environment and reporting concerns.

| Position | Responsibility |
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| The Women's College Council | The Council is responsible for ensuring that expertise in staff and student safety is embedded within its membership or a subcommittee that reports directly to it, and for providing endorsement and governance oversight of the National Higher Education Code for the Prevention and Response to Gender-based Violence (the Code), the Prevention and Response Plan, and all associated compliance and prevention measures.<br>In addition, the Council must:<br>1. Meet declaration requirements for governance roles<br>  ○ Ensure that, as part of the engagement process, prospective members of the Governing Body (and all prospective employees) are asked to declare whether they have been investigated for an allegation of GBV or determined to have engaged in GBV in prior employment or through a legal process, and that any resulting risks are considered in determining suitability.<br>2. Ensure all Council Members hold a current Blue Card. |

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| | 3. Oversee conflict-of-interest safeguards for intimate relationships<br>  ○ Ensure the College requires employees to declare any existing or previous intimate personal relationship:<br>  ▪ with another employee where one has (or is likely to have) supervisory, oversight or decision-making responsibilities in relation to the other; and<br>  ▪ with a student where the employee has (or is likely to have) academic or other decision-making responsibilities in relation to that student;<br>  and ensure the provider implements a conflict-of-interest management plan with permanent alternative teaching/research/working arrangements as necessary to protect safety.<br>4. Participate in mandatory governance-level GBV training<br>  ○ Ensure all Council members complete ongoing training aligned with the Code's knowledge and capability requirements, covering risk, trauma-informed governance, ethical bystander principles, and oversight duties.<br>5. Receive and scrutinise regular executive reporting<br>  ○ At least every six months, receive and critically review reports against the Prevention and Response Plan, including de-identified incident data, trends, systemic issues, and progress on actions, and direct improvements as needed.<br>6. Endorse and monitor the Prevention and Response Plan<br>  ○ Endorse the Plan and its outcomes framework; monitor delivery; and ensure periodic review is informed by data (Standard 6), stakeholder engagement, and any feedback from the Department or the National Student Ombudsman. |
| Head of College & CEO | The Head of College is responsible and accountable for compliance with the National Higher Education Code to Prevent and Respond to Gender-based Violence (the Code) and is responsible for the implementation of this Policy. In fulfilling these duties, the Head of College must ensure that the following Code requirements are met:<br>1. Accountable leadership, planning and reporting<br>  • Lead a whole-of-organisation approach to prevention and response.<br>  • Prepare, implement and publish a Prevention and Response Plan and an outcomes framework; ensure the Plan is informed by data/evidence and engagement with students and staff, and obtain Governing Body endorsement.<br>  • Report to the Governing Body at least every six months including de-identified incident data and trends, and direct improvements.<br>  • Maintain overall accountability for legal compliance and readiness for regulatory oversight, recognising that non-compliance may trigger penalties and enforcement under the legislative instrument.<br>2. Safe environments and systems (including declarations and conflicts)<br>  • Ensure Blue Card compliance for relevant staff.<br>  • Require declarations from prospective employees and Governing Body members as part of engagement processes, specifically whether the person has been investigated for an allegation of GBV or determined to have engaged in GBV (including through legal processes), and assess the risk in determining suitability.<br>  • Require employees to declare intimate personal relationships:<br>  ○ with another employee where a supervisory/decision-making relationship exists (or may arise); and<br>  ○ with a student where the employee has (or may have) academic/other decision-making responsibilities. |

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| | Implement conflict-of-interest management plans, including permanent alternative teaching/research/working arrangements as needed to safeguard students and staff.<br>3. Policy and governance architecture<br>• Maintain and implement a College Policy on preventing/responding to GBV that is person-centred, trauma-informed, plain-English, publicly available, and includes supports, processes for disclosure/reporting, and applicability to staff, students and affiliated organisations; review at least every 3 years with meaningful engagement (students, staff, disproportionately affected groups, survivors, experts, and external placement partners).<br>• Ensure expertise in student and staff safety is embedded in governance (within the Governing Body or a subcommittee reporting directly to it).<br>4.Training and capability<br>• Ensure delivery of ongoing, comprehensive prevention education and training to students, leadership and staff (including Council/Council-level participants as appropriate), covering: what constitutes GBV; drivers and risk factors; power dynamics; respectful relationships and consent; available supports; ethical bystander responses; and trauma-informed practice.<br>5. Safety, supports and fair processes<br>• Ensure responses and supports are safe, person-centred and timely, and that processes are clearly documented and accessible.<br>• Prohibit non-disclosure agreements in GBV matters unless requested by the discloser; if used at the discloser's request, ensure terms do not gag the person from seeking support or the provider from meeting reporting obligations, and do not include non-disparagement clauses that effectively silence the survivor.<br>• Implement any recommendations from the National Student Ombudsman relating to GBV that are directed to the provider.<br>6. Data, evidence and external reporting<br>• Collect, use and report de-identified data in line with Privacy Laws and the Code's Standard 6.<br>• Ensure timely provision of required data and documents to the Council. |
| Head of College & CEO / Deputy Head of College / Director of Finance - HR | • Receive all Disclosures and Formal Reports of Gender-based Violence and appoint relevant trained staff to respond to those matters.<br>• Where GBV is alleged, put in place alternative living, teaching, research, supervision or work arrangements to ensure the safety of students and staff.<br>• Determine if a Disclosure is a Formal Report.<br>• Determine whether this Policy has application. |
| Staff | • Declare to the College whether they have been subject to a substantiated finding of serious misconduct involving gender-based violence in any prior employment, volunteer, or educational context. This declaration is limited to findings made through formal processes such as legal proceedings or institutional investigations. It does not include unsubstantiated allegations or informal complaints.<br>• Declare any existing or previous intimate personal relationships they have or have had with:<br>○ a staff member where supervisory or decision-making responsibilities exist or are likely to exist; |

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| | ○ a current Women's College student<br>• Contribute to a respectful and safe environment, access support services when needed, and engage in available GBV training offerings. |
| Student Leaders | Declare to the College whether they have been subject to a substantiated finding of serious misconduct involving gender-based violence in any prior employment, volunteer, or educational context. This declaration is limited to findings made through formal processes such as legal proceedings or institutional investigations. It does not include unsubstantiated allegations or informal complaints.<br><br>Declare any existing or previous intimate personal relationships they have or have had with:<br>• a staff member where supervisory or decision-making responsibilities exist or are likely to exist;<br>• a current Women's College student |
| Students | Contribute to a respectful and safe environment, access support services when needed and engage in available GBV training offerings. |

## 4. Principles

Our approach is guided by principles of safety, respect, inclusivity, accountability, and trauma-informed response. We prioritise the wellbeing of those affected by GBV and uphold fair process.

This policy is guided by the following principles:

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| Person-centred | The Discloser's needs and preferences are at the centre of decisions made in response to the Disclosure or Formal Report. The response systems, policies and procedures affirm the Discloser's dignity and support their recovery by genuinely considering their wishes and the impact that decisions may have on them, while at all times ensuring the safety and wellbeing of the Discloser and other Staff Members and Students. |
| Fair Process | The Women's College is committed to procedural fairness, meaning that all people involved in a disclosure or formal report are treated fairly, respectfully, and without bias. Decisions will be made by someone impartial, with no conflict of interest or preconceived views (the rule against bias). Anyone responding to an allegation will be given clear information about the concerns raised and a genuine opportunity to tell their side of the story before any decision is made (the hearing rule). |
| Trauma-informed | An approach that applies the core principles of safety (physical, psychological and emotional), trust, choice, collaboration and empowerment. This approach should minimise the risk of re-traumatisation and support recovery and wellbeing. |

## 5. Prevention of Gender-Based Violence

Gender-based violence can be driven by gender-based power inequalities, rigid gender norms, power imbalances, and gender-based discrimination, and is further enabled when violence is condoned or treated as acceptable within a community.

The Women's College takes a proactive, collaborative and evidence-based approach to the prevention of GBV. This approach focuses on primary prevention and early intervention through education and

awareness to foster attitudes and behaviours which support a safer, more respectful and inclusive community.

The Women's College upholds a proactive approach to the prevention of gender-based violence. To achieve this, The Women's College will:

- Embed safety, inclusion and respect as part of core values and governance practices.
- Undertake psychosocial risk assessment activities to identify, manage, control and review harms (as per Australian Workplace Health and Safety laws).
- Ensure all recruitment processes include safeguarding checks to confirm both **eligibility**—that the person is legally permitted and appropriately qualified to hold the role—and **suitability**—that the person is safe, appropriate, and trustworthy to work within the College environment, including checks for any conduct, behaviour, or history that may pose a risk to students or staff.
- Require all staff working directly with students or holding senior roles that involve making decisions about student life at the College, hold a valid Blue Card, in accordance with Queensland Blue Card Services expectations.
- Require all staff and Council members to complete annual training regarding Gender-Based Violence prevention, including obligations regarding safeguarding children from sexual violence.
- Provide Code of Conduct training to all staff and Council members.
- Ensure that any events or excursions involving students are appropriately risk assessed, any risks in relation to potential Gender-Based Violence are mitigated, and all events are appropriately supervised and reviewed.
- Monitor workplace behaviours of staff to ensure compliance with policies and reporting, and take appropriate action in response to any breaches of this policy or the Staff and Student Codes of Conduct
- Display age-appropriate information to students about Gender-Based Violence prevention, including content, such as infographic posters, regarding safety, respect, consent, bystander awareness, support services, and rights.
- Promote campaigns and student-led initiatives to foster respect and equality for all students and a culture of preventing and reporting violence and abuse.

For students under 18 years of age, The Women's College will ensure these additional safeguards:

- Require Council Members, Staff working directly with students or holding senior roles that involve making decisions about student life at the College, hold a valid Blue Card, in accordance with Queensland Blue Card Services expectations.
- Maintain compliance with Queensland's Child Safe Standards

The Women's College has a range of mechanisms and initiatives in place to prevent GBV including, but not limited to:

- a whole-of-organisation, evidence-based action plan, which has been developed to meaningfully embed prevention and response across The Women's College community
- clearly communicating the expected standards of behaviour set out in the Staff and Student Codes of Conduct and how these standards support a safe, respectful and inclusive culture through onboarding and orientation modules and other training programs for members of The Women's College community
- seeking to ensure that staff and student leaders within The Women's College understand their responsibilities in relation to this GBV policy and model the expected standards of behaviour
- providing information and increasing awareness and understanding of the factors that drive and contribute to GBV, including those specific to The Women's College**.** This includes helping students and staff recognise how gender-based power inequalities, rigid gender norms, discrimination, and the condoning of violence can appear in a university college residence setting. Examples may include:
  - Power imbalances in residential life, such as senior residents, tutors, or student leaders misusing authority or influence over newer students.

- Rigid gender expectations, for instance, pressuring students to conform to stereotypical behaviour, appearance, or relationship roles within college social culture.
- Normalising or excusing harmful behaviours, such as dismissing controlling behaviour in relationships as "normal," laughing off sexist jokes, or minimising reports of harassment.
- Social dynamics that mask inequality, including cliques or traditions that exclude or target particular groups (e.g., LGBTQ+ students or culturally diverse students).
- Events or traditions that create unsafe situations, such as alcohol-fuelled social activities where boundaries are not respected or where harmful conduct is overlooked.
- Situations where violence or coercion is condoned, such as peers defending a friend's harmful behaviour, discouraging reporting, or framing the survivor as "overreacting."
  These examples help residents understand how GBV can be enabled in everyday environments and why awareness, prevention, and active bystander behaviour are essential within The Women's College community.

- partnering with The Women's College community, those with lived experience, subject matter experts, and external organisations to inform further prevention approaches.

## 6. Compliance

This policy and procedure aligns with the standards and requirements of higher education providers as outlined in the *National Higher Education Code to Prevent and Respond to Gender-based Violence* (National Code).

The Women's College also recognises that some of its students are under the age of 18 years. This policy and procedure provides additional safeguards to meet child safeguarding responsibilities as outlined in the *Child Safe Organisations Act 2024 and the Working With Children (Risk Management and Screening) Act 2000*.

For a comprehensive list of linked policies and procedures, refer to Appendix 1

## 7. Education and Training

The Women's College will deliver mandatory annual training for Council members, staff, students (residents and associates) on GBV prevention and response, including consent education and bystander intervention. Student and Staff Leaders receive specialised training on GBV and handling disclosures. These programs will be developed through collaboration and engagement with:

- experts in the prevention of GBV
- Students (residents and associates)
- Staff
- people who have experienced GBV and
- those groups disproportionately affected by GBV

## 8. Support Services

The Women's College, working with its affiliated universities, has a variety of support services available in relation to GBV. These include:

- risk assessments;
- student support plan;
- Student Counselling;
- EAP for staff;
- student financial assistance;
- emergency and crisis accommodation for students;

- further consideration and support for students such as academic support and academic adjustments;
- reasonable workplace adjustments for staff;
- appropriate leave arrangements for staff;
- security and privacy measures.

## 9. Disclosure and Formal Report Options

Students (residents and associates), staff and Council Members can report GBV through multiple channels: in person, email, phone, or online. Reports are managed confidentially and in accordance with trauma-informed principles.

A Disclosure can be made to:

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| Head of College & CEO | Florence Kearney<br>f.kearney@womens.uq.edu.au<br>T: + 61 7 3377 4500<br>M: 0423 476 394 |
| Deputy Head of College | Janet Stewart<br>j.stewart@womens.uq.edu.au<br>T: + 61 7 3377 4500<br>M: 0423 476 397 |
| Director of Finance - HR | Fiona Bryant<br>f.bryant@womens.uq.edu.au<br>T: + 61 7 3377 4500<br>M: 0421 207 760 |
| Dean of Students / Dean of Student Life | Emma Campbell<br>e.campbell@womens.uq.edu.au<br>T: + 61 7 3377 4500<br>M: 0423 340 448<br><br>Gayle Harris<br>g.harris@womens.uq.edu.au<br>T: + 61 7 3377 4515 |
| Confidential Wellbeing Referral Form | Link<br>Confidential Wellbeing Referral Form |
| Respect X – TWC anonymous reporting tool | Link to be included here |
| College Counsellor | Vicky Dawes<br>hello@vickydawes.com.au |

If a disclosure of Gender-based Violence involves the Head of College and CEO or a Council Member, the discloser may report their concerns to the President of The Women's College Council. In any case, the President of The Women's College Council must be informed of such a disclosure.

If a disclosure of Gender-based Violence involves the President of the Council , the discloser may report their concerns to the Deputy President of The Women's College Council. In this case, the Deputy President of The Women's College Council must be informed of such a disclosure.

A Formal Report can be made to all the above options and:

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| The National Student Ombudsman Office | https://www.nso.gov.au/contact-us |

## 10. Investigation and Disciplinary Processes

All Disclosures and Formal Reports of GBV are required to be directed to the Head of College & CEO.

The Head of College & CEO will allocate a relevant expert staff member (see Definition) to manage the Disclosure or Formal Report and to lead the provision of support and resolution in accordance with this Policy.

Where there is ambiguity over whether a Disclosure or Formal Report is based on gender, in the first instance clarity should be sought from the Discloser as soon as possible. If the Discloser confirms that they consider the matter to be GBV, then it must be treated as such.

## 11. Safety and Support for Disclosers, Respondents and others

The relevant staff expert will collaboratively develop a Risk Assessment and based on this, a Support Plan.

When implementing safety measures in response to a Disclosure or Formal Report, the relevant staff expert will engage with and consider the views of a Discloser.

The relevant staff expert will liaise, collaborate and coordinate with other Staff Members as required to implement the Support Plan. The Support Plan should be developed and implemented without delay.

To prevent any conflict of interest, the Discloser and the Respondent will be supported by different Staff members.

## 12. Managing Disclosures

In managing a disclosure, the relevant staff expert must:

- undertake a Risk Assessment and manage and monitor any identified risks on an ongoing basis;
- develop and implement a Support Plan;
- seek and consider the views of the Discloser before progressing a Disclosure to investigation.
- inform the Discloser that The Women's College may investigate a Disclosure where it is necessary for the safety and wellbeing of Students or Staff Members;
- ensure all parties, (including the Discloser and Respondent), have the opportunity to be accompanied by a support person when they are asked about the matters which are the subject of the Disclosure;

- not require a Discloser or Respondent to provide physical evidence relating to an alleged incident of GBV; and
- provide regular updates on the progress and outcome of resolution to Head of College & CEO

**Privacy and Confidentiality**

In accordance with the *Privacy Act 1988 (Cth)*, The Women's College will respect the privacy, dignity and safety of people who disclose and formally report incidents involving gender-based violence. We recognise that disclosures or reports of gender-based violence are deeply personal and may involve sensitive information.

The Women's College will:

- **Respect confidentiality** by limiting the sharing of information to those who *need to know* for the purpose of ensuring safety, providing support, and meeting legal or regulatory reporting requirements.
- **Prioritise student safety**, ensuring that information is used to assess and manage risks and implement protective measures.
- **Support informed decision-making** by explaining to people involved in sexual misconduct matters, how their information will be used, any reporting obligations and limits of confidentiality.
- **Store all information securely**, restricting access to authorised personnel only, and maintaining accurate, confidential records.
- **Meet legal obligations**, including reporting to Police, child protection authorities, and the University where required, whilst also maintaining transparency with the affected Women's College student.
- **Handle investigations with discretion**, ensuring that information is shared only as required.

**Confidentiality and Settlement Agreements**

In addition, the relevant staff expert must ensure compliance with confidentiality requirements under the National Code. Specifically:

- **Non-Disclosure Agreements (NDAs)** must not be used in relation to disclosures or formal reports of gender-based violence unless specifically requested by the Discloser.
- Where an NDA is requested by the Discloser, it must not prevent the Discloser from sharing information for the purpose of seeking support, including counselling, legal advice, or other support services.
- Any settlement agreements arising from disclosures or formal reports must **not include a non-disparagement clause**.
- These requirements apply to all agreements, whether negotiated internally or through external processes, to uphold transparency and protect the rights of those affected.

## 13. Managing Formal Reports (Investigations)

The relevant staff expert must investigate all Formal Reports where the Respondent is a Student (resident or associate) or Council Member or Staff Member, regardless of the context in which the alleged GBV occurs.

The Women's College aims for Formal Reports to be concluded within 45 business days, including finalisation of any disciplinary process.

Where a Formal Report relates to conduct outside The Women's College and has no direct connection other than the Respondent's status as a Student or Staff Member, the College will determine the scope of its response based on the safety and wellbeing of its community. Any action taken will be proportionate to the assessed risk and consistent with procedural fairness and legal obligations.

In relation to investigations, the relevant staff expert will ensure that:

- they undertake a Risk Assessment in response to the Formal Report and manage and monitor any identified risk on an ongoing basis;
- they develop and implement a Support Plan;
- they update Disclosers and Respondents throughout the process of resolving Formal Reports having regard to the views of Disclosers and Respondents.
- any investigator (including external investigators from outside The Women's College) are appropriately trained;
- they notify the Discloser and Respondent in writing on the same day if an investigation is to be commenced provided that the Discloser must be notified first;
- all parties, (including the Discloser and Respondent), have the opportunity to be accompanied by a support person when they are asked about the matters which are the subject of the Formal Report;
- they, or an investigator, does not require a Discloser or Respondent to provide physical evidence relating to an alleged incident of Gender-based violence; and
- they provide regular updates on the progress to the Head of College and CEO

Unless a Discloser requests otherwise, the relevant staff expert must notify the Discloser in writing once the investigation is concluded of the outcome of the investigation, including if a disciplinary process will commence on the same day as the Respondent being notified.

The relevant staff expert will advise the Head of College & CEO on the outcome and resolution of the investigation.

## 14. Disciplinary Processes

The Women's College will provide Respondents with fair process in the disciplinary proceedings and will impose sanctions proportionate to the conduct substantiated in the disciplinary process, which may include exclusion or expulsion from the College or termination of employment.

All The Women's College staff responsible for disciplinary processes will be appropriately trained.

Unless a Discloser requests otherwise, the relevant staff expert will give a written notice to the Discloser of:

- the outcome of the disciplinary process, including the decision and, if relevant, sanctions;
- reasons for the outcome; and
- the right to make an internal and/or external complaint, including to the National Student Ombudsman.

Unless requested otherwise, the Discloser must be notified of the outcome of the disciplinary process on the same day as the Respondent.

As the requirements of The Code have legislative effect, the obligations in any contract, policy or procedure regarding confidentiality of disciplinary proceedings will be superseded by The Code.

## 15. Student Disciplinary Appeals

If the relevant staff expert gives notice of the outcome of a Student disciplinary process to a Discloser, The Women's College will also give written notice to the Discloser within 2 business days of an appeal being lodged of:

- the Respondent appealing a Student disciplinary decision; and
- information on potential outcomes of the appeal.

- The Women's College will aim to finalise any appeal within 20 business days.

Unless a Discloser requests otherwise, the relevant staff expert will give written notice to the Discloser of:

a) the outcome of the appeal, including the decision and, if relevant, sanctions;
b) reasons for the outcome; and
c) the right to make an internal and/or external complaint, including to the National Student Ombudsman.

Unless a Discloser requests otherwise, the relevant staff expert will notify the Discloser on the same day as the Respondent being notified of the outcome of the appeal.

## 16. National Student Ombudsman

The National Student Ombudsman (NSO) is a free and independent service for students to resolve complaints about their higher education provider.

The Women's College is committed to implementing any required recommendations from the National Student Ombudsman.

## 17. Frivolous and Vexatious

A Disclosure and Formal Report made in good faith is not a vexatious complaint even if is not substantiated.

The Women's College may take disciplinary action if a Student or Staff Member makes a frivolous or vexatious Disclosure or Formal Report.

## 18. Victimisation

The Women's College does not tolerate victimisation. Disciplinary action may be taken against any Student or Staff Member who victimises another person for making a Disclosure, Formal Report or participating in or contributing to the implementation of this GBV Policy (including being involved in an investigation).

## 19. Definitions

**Definitions and Terminology**

| Term | Definition |
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| Gender-Based Violence | Gender-based Violence means any form of physical or non-physical violence, harassment, abuse or threats, based on gender, that results in, harm, coercion, control, fear or depravation of liberty or autonomy. |
| Disclosure | When a person shares information about an experience of gender-based violence without requesting a formal investigation. |
| Discloser | Is a person who has shared information about an experience of Gender-Based Violence. |

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| Formal Report | A report requesting investigation and potential disciplinary action regarding gender-based violence. |
| Discloser Support Plan | A documented plan outlining measures to ensure safety and wellbeing of the Discloser during and after the process. It may include<br>• implementing any measures necessary to ensure the safety of the Discloser;<br>• explaining and prioritising urgent access to support services for Disclosers when needed and/or requested;<br>• ensuring, to the extent possible, that the Discloser is not required to repeat the content of Disclosures and Formal Reports multiple times to multiple people;<br>• prioritising urgent access to services of an accredited specialist for Disclosers when needed and/or requested;<br>• prioritising urgent access to translation and interpreter services for Disclosers when needed and/or requested;<br>• advising the discloser how to access academic and/or work adjustments to support the Discloser at work and/or in achieving their educational outcomes.<br>• student academic concessions;<br>• adjustments to working arrangements such as alternative work location or change in reporting line;<br>• temporarily suspending or moving a Student or Staff Member;<br>• measures to minimise the risk of victimisation;<br>• **where necessary, discussing the investigation and disciplinary processes**, including the role of the person making the Disclosure in those processes, if any, and the range of resolutions and sanctions available if an allegation of Gender-based violence is substantiated against the Respondent; and<br>• discussing the support options available to the Discloser through these processes, including the potential availability of work and/or academic adjustments as required. |
| Respondent | The person alleged to have engaged in conduct which amounts to gender-based violence. |
| Respondent Support Plan | The Women's College in consultation with a Respondent will develop a Respondent Support Plan which may include measures such as:<br>• implementing any measures necessary to ensure the safety of the Discloser that may adversely impact the Respondent;<br>• explaining and prioritising access to support services for Respondents when needed and/or requested;<br>• explaining and prioritising access to services of an accredited specialist for Respondents when needed and/or requested;<br>• prioritising access to translation and interpreter services for Respondents when needed and/or requested;<br>• where necessary, discussing the investigation and disciplinary processes, including the role of the Respondent in those processes, and the range of resolutions and sanctions available if an allegation of Gender-based violence is substantiated against the Respondent;<br>• considering and implementing academic and/or work adjustments.<br>  ○ advising a student how to access student academic concessions;<br>  ○ work placement reassignment;<br>  ○ adjustments to working arrangements such as alternative work location or change in reporting line;<br>  ○ temporarily suspending or shifting a Student or Staff Member;<br>  ○ measures to minimise the risk of victimisation; |
| Risk Assessment | An evaluation of potential risks to safety and wellbeing following a disclosure or formal report. |

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| Staff Expert | A member of staff who is a trained First Responder and has had training in GBV prevention and response, including how to respond to a Disclosure or Formal Report |
| Victimisation | Any act of retaliation or harm against a person for making a disclosure, formal report, or participating in related processes. |

## 20. Monitoring, Evaluation, and Continuous Improvement

The Women's College is committed to ongoing monitoring and evaluation of its Gender-Based Violence Prevention and Response Policy to ensure compliance with the National Code and continuous improvement. This includes:

- A full policy review and update to reflect legislative changes and best practice every 3 years.
- Regular compliance audits to assess adherence to the National Code.
- Collection and analysis of data on disclosures, formal reports, and training participation.
- Feedback mechanisms for students, staff, and stakeholders through surveys and forums.
- Engagement with
  - students,
  - staff,
  - groups disproportionately affected by gender based violence (e.g., women, First Nations people, culturally and linguistically diverse communities, people with disability, LGBTQIA+ communities),
  - individuals with direct experience of gender based violence, to inform improvements.
- Publication of an annual Gender-Based Violence Prevention Report summarising actions, outcomes, and future priorities.

Continuous improvement processes will involve consultation with students, staff, and governance bodies to ensure that prevention strategies remain effective and responsive to emerging needs. The College will benchmark against sector standards and incorporate recommendations from the National Student Ombudsman and other regulatory bodies.

## Appendix 1

This policy is aligned with the following Women's College policies and procedures:

- The Women's College *Council Charter*
- The Women's College *Sexual Misconduct Prevention and Response Policy*
- The Women's College *Code of Conduct*
- The Women's College *Grievance Management Policy*
- The Women's College *Bullying, Harassment and Discrimination Policy*
- The Women's College *Staff-Student Conduct and Relationships Policy*
- The Women's College *Child Protection Policy*
- The Women's College *Social Media Policy*
- The Women's College *Human Resources Handbook*

## Appendix 2

**List of Emergency Support Services**

Consider the following emergency support services available to assist people impacted by gender-based violence.

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| UQ Sexual Misconduct Support Unit | (07) 3443 1000<br>Monday to Friday, 8am to 5pm |
| Immediate police or ambulance assistance | 000 |
| Non-emergency Police support (PoliceLink) | 13 14 44 |
| 24/7 Sexual Assault Response Team (SART) | (07) 3646 5207 |
| 24/7 counselling support (1800 RESPECT) | 1800 737 732 |
| Specialist health support (13 HEALTH) | 13 43 25 84 |
| Aboriginal & Torres Strait Islander crisis support line (13 YARN) | 13 92 76 |
| UQ Security for on campus emergencies | (07) 3365 3333 |

For a comprehensive list of community-based supports, consider a referral to the University of Queensland's Sexual Misconduct Support Unit (SMSU) who are able to provide direct support https://respect.uq.edu.au/support/sexual-misconduct-support-unit-smsu

## Policy Review

This policy shall be reviewed every 2 years.

| Document Number | Policy Title | Last Updated | Due for review | Custodian |
|---|---|---|---|---|
| **TWCSTU13** | Gender-Based Violence Prevention and Response Policy | January 2026 | January 2028 | Head of College & CEO |

**Mrs Florence Kearney**
**Head of College & CEO**