

Guidelines for responding to disclosures of sexual assault



A resource for staff and students in responding to a person who discloses they have been sexually assaulted.

Responding to and supporting someone who has been sexually assaulted can be complex. It is important to remain compassionate, respectful, and supportive, and ensure they are able to access relevant resources.

Step 1:

Attend to Safety

Install Safezone – a free app that connects staff and students with Campus Security and emergency services during a first aid or emergency situation. Log in with your USQ email and password.

Determine whether there are any immediate risks to the person's wellbeing and safety.

For on-campus incidents: **Call 07 4631 2222** or visit **usq.edu.au/respect**

If the incident occurred off-campus + needing physical assistance: **Call 000 – Ask for Police**

Sexual assault is any unwanted contact within or outside a relationship and happens to people of all ages, genders, and sexualities.

Step 2:

Listen and be supportive

Whilst a person may disclose a sexual assault, it should not be assumed this means they wish to make a formal report to USQ or Police.

It is important to listen without interrupting, validate the person's experience by acknowledging their distress, encourage the person to seek support and allow them to make their own decisions.

Step 3:

Resources and Services

If the person wishes to access support, discuss medical, and or reporting options:

Toowoomba region: Toowoomba Sexual Assault Support Service (SASS) 24 hr crisis service **Ph: 07 4616 6000** or **07 4616 6950 (BH)**
USQ Health Service **Ph: 07 4631 2372**

Springfield/Ipswich region: Service Against Sexual Violence (SASV) **Ph: 07 3816 3000**

For online students: Contact the local hospital for assistance.

Step 4:

Reporting Options

Should you wish to report a sexual assault – employees contact:

Inclusion, Safety and Employee Relations team **usq.edu.au/hr/resources/contacts/contacts#inclusion**

For Students: Complaints can be made in accordance with the student complaint management procedure **usq.edu.au/complaints-appeals**

To report a sexual assault to the Qld Police contact **www.police.qld.gov.au/programs/adultassault/report/**

Step 5:

Follow up

Staff and students may debrief with a Harassment Diversity Contact Officer (HDCO) or seek external support via **usq.edu.au/respect**

Staff may access EAP – Employee Assistance Program **usq.edu.au/hr/healthsafe/eap**

USQ students may debrief with the Health and Wellness team **usq.edu.au/student-support**

Contact details for referral

Toowoomba Sexual Assault Support Service (SASS)

Kobi House, Toowoomba Hospital

During business hours

07 4616 6950

After hours

07 4616 6000

Free and confidential support about medical and reporting options for recent sexual assault.

Service Against Sexual Violence (SASV)

An initiative of DVAC, Ipswich

07 3816 3000

9am – 5pm, Weekdays

Free and confidential medical, counselling and legal support for recent victims of sexual assault.

Statewide Sexual Assault Helpline

1800 010 120

7.30 am – 11.30pm, 7 days/wk

1800RESPECT

1800 737 732

24hr National Sexual Assault (& DFV) Counselling Line

Victim Assist (Qld)

1300 546 587

Domestic Violence Line

Women

1800 811 811

24 hours, 7 days/wk

Men

1800 600 636

9 am – midnight, 7 days/wk

www.dvconnect.org

Employee Assistance Program

1300 360 364

A free, confidential and voluntary counselling service for all USQ staff.

Lifeline

13 11 14

24 hours, 7 days/wk

Toowoomba Police Station

07 4631 6333

Ipswich Police Station

07 3437 2777

Springfield Police Station

07 3814 8999

Support available at USQ

USQ Health and Wellness

07 4631 2372

student.success@usq.edu.au

Contact hours: 9 am – 5 pm,
Monday to Friday

Medical services and free and confidential counselling support.

USQ Student Assistance Line

1300 932 483

For assistance after hours or on weekends for all USQ students

USQ Harassment and Diversity Contact officers

Staff who are trained in supporting diversity, discrimination, bullying and harassment issues:
usq.edu.au/hdco-network

Student Guild

1800 076 301

advocacy@studentguild.com.au

8.30 am – 8.30 pm weekdays

Respect.Now.Always Respect Starts with U @ USQ

A free staff and student module outlining your rights and responsibilities as USQ community members.

usq.edu.au/respect-starts-with-u

USQ Psychology Clinic – Toowoomba/Ipswich

Toowoomba 07 4631 1763

Ipswich 07 3812 6163

psychclinic@usq.edu.au

Clinic hours: 9.00 am – 5.00 pm
Monday to Friday

USQ Campus Security

Toowoomba

07 4631 2871

security@usq.edu.au

Springfield

07 3470 4444

usqsecspringfield@usq.edu.au

Ipswich

07 3812 6060

ipswichsecurityoffice@usq.edu.au

The emergency security number for all campuses is 07 4631 2222.

Human Resources

07 4631 2663

HR.Reception@usq.edu.au

Contact Hours: 9 am – 5 pm
Monday to Friday

Members of Human Resources are partners with clients, helping to provide a healthy and safe working environment.