YOUR SAFER COMMUNITY UNIT CONTACT:

Contact Name:

Contact Email:

THIS BOOKLET:

• Is designed for Monash University students and staff who have experienced a sexual assault and are considering disclosing, or have disclosed, to the Safer Community Unit.
• Gives information to help you make decisions, both now and later.
• Explains your options for further reporting the assault, and the steps involved.
• Explains where you can get further support and help.

REMEMBER:

• Monash University can provide expert help, advice and support to assist you to consider your decisions.
• You are always able to discuss your options and decisions with the Safer Community Unit.
• The final decision is an important personal choice, and is yours alone to make.
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MONASH UNIVERSITY SERVICES

▶ Security (24 hours) 03 9905 3333
▶ Counselling Service (Weekdays, 9am-5pm) 03 9905 3020
▶ Phone Counselling Service (24/7) 1300 788 336
▶ Safer Community Unit (Weekdays, 9am-5pm) 03 9905 1599

EXTERNAL SERVICES

If you wish, a member of the Safer Community Unit can accompany you to any external services:

▶ Emergency 000
▶ South Eastern Centre Against Sexual Assault
  (General Contact, Weekdays 9am-5pm) 03 9928 8741
▶ South Eastern Centre Against Sexual Assault
  (Crisis Line, 24 hours) 03 9594 2289
▶ Sexual Assault Crisis Line 1800 806 292
▶ National Sexual Assault, Domestic Family Violence Counselling Service (24 hours) 1800 737 732

Your local Sexual Offences and Child Abuse Investigation Team (SOCIT) within Victoria Police is:

▶ Box Hill 03 8892 3292
▶ Dandenong 03 8769 2200
▶ Frankston 03 8770 1000
▶ Knox 03 9881 7939
▶ Melbourne 03 8690 4056
▶ Bayside 03 8530 5203
KEEPING YOU SAFE

ON CAMPUS

Your safety and wellbeing is Monash University’s first priority. We will consider your needs and take steps to make sure you are safe.

If you feel in immediate danger on any campus, contact Monash Security on 03 9905 3333 for an immediate response. They know the campus layout and, if necessary, will be able to contact Victoria Police and guide them to your location.

For immediate response on or off campus, call 000 for police or ambulance.

If you are concerned about travelling around campus, you can arrange a security escort at any time of day. Call Monash Security on 03 9905 3333.

It may be possible to put in place measures to ensure your safety on campus, including to reduce the risk of you encountering the alleged perpetrator on campus. Safety measures may include, for example, directions that restrict the alleged perpetrator’s access to buildings or which prohibit them from speaking to or approaching you. To discuss safety measures further, speak with the Safer Community Unit.

OFF CAMPUS

If you feel unsafe, you can seek an Intervention Order. This is a court order, made by a Magistrate, to help protect you (and/or your family) from the alleged perpetrator.

An Intervention Order sets rules or conditions about how the alleged perpetrator must behave towards you. The conditions may stop them from harassing, threatening or intimidating you, or contacting you, or being near you.

You can apply for an Intervention Order yourself. Go to any Magistrates Court and ask for an application. You can talk to the Registrar if you are unsure about how to fill out the application. You can also ask the police, in some cases, to apply for an Intervention Order on your behalf.

Seeking an Intervention Order is separate to deciding to report the sexual assault to police. You can apply for an Intervention Order without reporting the sexual assault. You can also choose to report the sexual assault, and then apply for an Intervention Order later, if needed.

For more information about Intervention Orders and the associated court process, visit https://www.mcv.vic.gov.au/intervention-orders
HELP AND SUPPORT

CENTRES AGAINST SEXUAL ASSAULT

Centres Against Sexual Assault (CASAs) provide free specialist counselling, support and a range of other services for survivors of sexual assault.

There are 14 CASAs in Victoria. Their services are free and include:

▶ Follow-up short, medium and longer term counselling and support
▶ Information and support during the police investigation process
▶ Information and counselling for friends and family members
▶ Medical assistance and follow-up medical treatment
▶ Referrals for assistance with emergency housing and Victims of Crime Assistance Tribunal applications.

SECASA counsellors are also located within the Counselling Service at Clayton (Monday, Tuesday) and Caulfield (Monday).

You can also make an appointment to see a SECASA counsellor on or off campus by:

▶ Contacting SECASA direct on 03 9928 8741
▶ Organising an appointment through the Counselling Service or Safer Community Unit.

COUNSELLING SERVICES

The Monash University Counselling Service has counsellors who are available at all campuses Monday to Friday. All Counselling Service counsellors have received specialised trauma training.

To organise an appointment with a counsellor call 03 9905 3020.

For more information about the Counselling Service, including on-campus locations, visit www.monash.edu/health/counselling
SEXUAL ASSAULT CRISIS LINE

The Sexual Assault Crisis Line (SACL) provides after-hours counselling and support service to all survivors of sexual assault at any time in their lives. It also coordinates after-hours crisis care responses with CASA for recent survivors of sexual assault.

SACL operates from 5pm weeknights through to 9am the next day, and on weekends and public holidays.

To contact SACL phone **1800 806 292**.

1800 RESPECT

1800 RESPECT, also called the National Sexual Assault, Domestic and Family Violence Counselling Service, is a 24-hour nation-wide telephone and online counselling service for survivors of both past and recent sexual assault and/or domestic and family violence. They offer an interpreting and sign language service.

To contact 1800 RESPECT phone **1800 737 732**.

ONLINE RESOURCES

There are several online resources with information to help you with your decisions, and to understand the processes involved. These resources are listed at the end of this booklet.
MEDICAL CARE

It is important that you seek medical attention as soon as you can after a sexual assault to take care of any injuries you may have. A doctor can help if you are worried about sexually transmitted infections or getting pregnant.

Any immediate medical needs you may have can also be assessed and treated as part of a Forensic Medical Examination. This process is explained on page 15.
YOUR REPORTING OPTIONS

You may already have told an Investigation and Risk Assessment Officer from the Safer Community Unit something about your experience.

The Safer Community Unit can assist you to get all the support and advice you need, and can help you connect with the police. They can also talk you through what Monash University can do.

The Safer Community Unit officer can explain your reporting options. You may have already made some decisions about those options, or you may still be considering what to do.

We understand it can be difficult to report your experience to police. Deciding to report a sexual assault is an important personal choice.

If you would like to talk about your reporting options, or have questions about any of the information in this booklet, you can speak with:

- The Safer Community Unit;
- SECASA; or
- Your local Victoria Police Sexual Offences and Child Abuse Investigation Team (SOCIT).

Contact phone numbers can be found in the Key Contact Information section on page 5.
REPORTING TO POLICE

IF YOU ARE UNSURE WHETHER YOU WANT TO REPORT TO POLICE
You can tell the police about your experience and discuss your options with them, even if you have not yet decided to make a police report. Making a report does not mean the police will automatically begin an investigation. The police will discuss the possibility of a formal criminal investigation with you. Even if an investigation does not progress, telling the police about your experience helps them to evaluate and assist you with your safety, and to link you to support services.

Telling the police may also help them to solve previous sexual assaults, identify serial perpetrators, and protect other people from the alleged perpetrator.

If you are unsure about whether you want to make a report to police, you can have a Just In Case (JIC) medical examination. This is the same as a forensic medical examination (which is explained on page 15), but it happens without any police involvement. The forensic samples taken during the JIC examination are kept for six months while you decide if you want to involve the police. SECASA can organise a JIC examination for you.

You can also report a sexual assault anonymously to SECASA, using their Sexual Assault Report Anonymously (SARA) online website. Information you give to SARA can include when and where the incident took place and a description of the alleged perpetrator. SECASA will remove any details that identify you and then pass the information on to police. This ‘intelligence’ may help police to identify trends and make communities safer. To make a SARA report, visit www.sara.org.au

It is never too late to report a sexual assault to police. There is no time limit, and the police often investigate sexual assaults reported a long time after they occurred. You are encouraged to report a sexual assault regardless of when it happened.
DECIDING TO REPORT

You might choose to report the sexual assault for a number of reasons:

▶ To protect yourself or other people from the alleged perpetrator
▶ To have the alleged perpetrator face the consequences
▶ To make the community more aware of the problem
▶ Because your family or friends encourage you to report the sexual assault.

Other things you may want to think about when deciding to report include:

▶ The sooner you report, the easier it will be for police to investigate
▶ The police may be able to investigate and the alleged perpetrator may be charged especially if there is other evidence or witnesses
▶ If you don’t know who sexually assaulted you, forensic evidence may help to identify the perpetrator
▶ Making a report may help you to move on with your life.

Your report may help the police see a pattern in the alleged perpetrator’s behaviour and the police may be able to charge them for other assaults.

If you decide you want to report the sexual assault to police, the Safer Community Unit can help you, including arranging your transport to a SOCIT. However, the Safer Community Unit cannot make a report on your behalf. If you choose to attend a police station to make a report, the police will refer you to a SOCIT.

Ultimately, you need to do what feels right for you. That may or may not involve formally reporting to the police. The decision is yours.
WHAT IS A SOCIT?

A SOCIT is a team within Victoria Police that handles sexual assault complaints for a particular local area. Cases are handled by specialised detectives trained in the investigation of sexual assault and interviewing survivors. If you make a police report, a SOCIT detective will become your main point of contact throughout the investigation. They can also help you connect with SECASA or another CASA.
FORENSIC MEDICAL EXAMINATION

Depending on the circumstances of your experience, and if the sexual assault occurred within the last 7 days, the police will arrange for a forensic medical examination if you would like one.

The forensic medical examination can address any immediate medical needs you may have, including looking for and treating any injuries. The forensic examiner will collect forensic evidence for use in any police investigation. There are time limits for collecting useful evidence. The forensic examiner will decide what evidence can be collected.

If you are wearing the same clothes you were wearing when you were sexually assaulted, the police may take them. You will be given a gown to wear, and new clothes after the examination.

Forensic medical examinations are conducted by a trained medical professional – either a doctor or a nurse. They will explain everything that happens.

During the process, the forensic examiner will:
▶ Ask you to tell them what happened
▶ Check your body for marks and bruises, and take care of any injuries you may have
▶ Look for evidence on your body, like blood, spit or semen
▶ Look for DNA which can help to confirm who the alleged perpetrator is
▶ Write a report and give DNA evidence to the police.

If tests are needed, you will be told what they are and you will be asked if you agree to each test.

You can have a support person of your choice with you during a forensic medical examination, unless the police consider them to be a witness to the assault. This support person could be a friend, relative, a counsellor or someone from the Safer Community Unit.

You will be invited to make an appointment with SECASA or another CASA for counselling following the examination, if you would like this.
STAGES OF THE POLICE INVESTIGATION

There are several stages to a police investigation:

1. The first stage involves collecting and examining the available evidence – anything that may help the investigation and which could be produced in court.

2. The police will preserve evidence from the scene, or place where the sexual assault happened. It is important that you do not destroy anything that might be evidence. Forensic evidence can be lost, and it deteriorates quickly if not stored correctly. For CCTV footage to be available to be viewed at a later date it needs to be copied and stored.

3. The police will take a statement from you early in the investigation. This will happen in private, usually in a police station. A statement is a written document that records in detail what you can remember about the incident. This process of collecting a statement can take several hours.

4. Police will also take statements from people who may have information about the incident, including any witnesses and the person you first spoke to about the assault. If you have concerns or worries about anyone the police might speak to, you can discuss this with the CASA counsellor or the SOCIT detective.
WHAT HAPPENS AFTER THE INVESTIGATION?

While the investigation is going on, the police will look at the evidence with lawyers from the Office of Public Prosecutions (OPP). Before charging the alleged perpetrator with a crime, the police and OPP lawyers must decide if they have a reasonable chance of a conviction. A decision will be made after carefully considering the available evidence and the rules of law. The SOCIT detective should keep you updated on this decision.

If there is enough evidence and therefore a reasonable chance of a conviction, then the matter goes to court. For more information on what happens during the court process, please speak with SECASA or look at their ‘Sexual assault, the law, your rights’ booklet on their website: www.secasa.com.au/pages/sexual-assault-the-law-your-rights/

If there is not considered to be enough evidence for a court case, the police may stop the investigation. This does not mean they do not believe you, it just means the evidence is not strong enough that a jury will find the defendant guilty beyond reasonable doubt.

You can ask the police to write down their reasons and send this to you. If the OPP decides not to take the case to court, you can request reasons for the decision and ask to meet the OPP to discuss it. However, you have no formal right of appeal.

For more information on what will happen when you report a sexual assault to Victoria Police, please see the SECASA website (www.secasa.com.au) and their ‘Reporting Sexual Assault to Police’ pamphlet.

You can make a ‘Statement of No Further Police Action’ at any time during the process of reporting a sexual assault to police, or during an investigation. This usually means the police will take the case no further. However, if the police believe it is in the public interest for them to continue with the case, they may do so despite your statement.
REPORTING TO MONASH UNIVERSITY

Even though you may already have told an Investigation and Risk Assessment Officer from the Safer Community Unit, or another Monash University staff member, about what happened, Monash University will generally only take action against the alleged perpetrator if you decide to make a formal report. If you do not want any action to be taken, Monash University will respect and support your decision.

There are some circumstances where Monash University may be obliged to take certain action, even if you don’t want to make a formal report. This might occur if, for example, a child is at risk, or where there is a serious or imminent risk to the safety of another person.

In managing disclosures and reports of sexual assault, Monash University follows the principles and procedures in its Sexual Misconduct Response Procedure. You can read this Procedure on the Safer Community Unit web page, and you can also ask the Safer Community Unit to provide you with a copy.
WHERE MONASH UNIVERSITY MAY NOT BE ABLE TO TAKE ANY ACTION

**Monash University’s internal disciplinary systems may not apply, and the University may not be able to investigate the assault, if:**

- the alleged perpetrator was not a Monash University student or staff member at the time of the assault;
- the alleged perpetrator is no longer a current student or staff member; or
- the assault happened off-campus and at a location or activity that is not connected to the University.

**In these cases, the Safer Community Unit will still be able to help you by:**

- giving you information about external reporting options that may be available; and
- referring you to appropriate support services; and
- discussing measures that may be available to keep you safe on campus.

Where the assault has also been reported to the police, Monash University will generally postpone any disciplinary action until after the police investigation and criminal justice process has finished. This is to avoid any risk of interference with the police investigation or court proceedings. Please note that, if the investigation is postponed, the University can still impose measures to keep you safe on campus – see page 6.
WHERE THE ALLEGED PERPETRATOR IS A STUDENT

If the alleged perpetrator is a current Monash University student, you can ask the Safer Community Unit to refer the matter to the student general misconduct process. This will involve the allegation being formally investigated, usually by the Safer Community Unit. Evidence, where available, will be collected to show whether the alleged perpetrator has engaged in an act of general misconduct.

The evidence gathered by the investigation will be provided to the Responsible Officer for General Misconduct (ROGM) in the Student Conduct. The ROGM may deal with the allegations themselves or may refer the matter to a general misconduct panel to decide whether the allegations are proven.

As part of the general misconduct process:
- the alleged perpetrator is required to be given an opportunity to respond to the allegations against them; and
- the ROGM or the general misconduct panel may invite you to answer questions about what happened; and
- arrangements can be made to ensure you do not have contact with the alleged perpetrator during general misconduct proceedings.

Where the allegations of general misconduct are found proven on the balance of probabilities, the ROGM or the general misconduct panel may impose a range of penalties on the alleged perpetrator, including suspension or exclusion from the University.
WHERE THE ALLEGED PERPETRATOR IS A STAFF MEMBER

If the alleged perpetrator is a current Monash University staff member, you can ask the Safer Community Unit to refer the incident to the Workplace Relations area of the University to consider staff disciplinary action. This involves the incident being investigated and any available evidence being gathered.

The evidence is provided to Workplace Relations, who is required to give the alleged perpetrator an opportunity to respond to the allegations. After this, if Workplace Relations considers there is enough evidence to take action, they will then determine how to proceed.
RECOVERY AND HEALING

In the days following the sexual assault, take care of your physical and emotional wellbeing. The assault was not your fault and you are not alone.

Some common reactions to trauma are difficulty in thinking and making decisions, seeing the event over and over, sleep disturbance, anxiety, fear, guilt, or feeling isolated. You may also experience a physical response like an upset stomach, sweating, rapid heartbeat or laboured breathing.

Let others help you through this. There is support available. Your healing and recovery will take time but you do not have to deal with this alone.
ONLINE RESOURCES

You can access online resources for further information that might help you in your decisions and in your understanding of the processes. Some of these resources are:

SECASA:

1800 RESPECT:

Domestic Violence Resource Centre Victoria:
▶ Information and resources, including in relation to survivors of sexual assault. Available here: www.dvrcv.org.au/help-advice

Victoria Police have a number of resources on their website, including:
▶ A ‘Code of Practice’ for the Investigation of Sexual Crime
▶ A handbook about ‘Reporting Sexual Assault to Police’
▶ Information about reporting a sexual offence to police that can be downloaded in PDF format in several languages.

To access any of these Victoria Police resources, visit www.police.vic.gov.au/ and follow these links: Advice > Sexual Offences > Sexual Offences Publications