

INFORMATION BOOKLET

YOUR SAFER COMMUNITY UNIT CONTACT:

Contact Name:

Contact Email:

THIS BOOKLET:

- ▶ Is designed for Monash University students and staff who have experienced family violence and are considering disclosing, or have disclosed, to the Safer Community Unit.
- ▶ Gives information to help you make decisions, both now and later.
- ▶ 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.
- ▶ Your safety and wellbeing is Monash University's first priority. We will consider your needs and take steps to help keep you safe.

FAMILY VIOLENCE

Family violence is any violent, threatening, coercive or controlling behaviour that occurs in current or past family, domestic or intimate relationships.

Someone who is experiencing family violence may experience one or multiple types of violence, such as:

- ▶ physical abuse
- ▶ controlling or dominating behaviour
- ▶ spiritual or religious abuse
- ▶ stalking
- ▶ emotional or psychological abuse
- ▶ intimidation or threats
- ▶ verbal abuse
- ▶ financial abuse
- ▶ social abuse
- ▶ sexual abuse
- ▶ reproductive coercion
- ▶ damage to property

Monash University is committed to supporting students and staff who experience family violence.

What can I do?

Ensure safety

If you believe there is an immediate risk to yourself or another person, call:

- ▶ **03 9905 3333** for Security on campus
- ▶ **000** for an emergency off campus

Seek advice

You can seek confidential advice from Safer Community Unit. We'll help to:

- ▶ support your safety
- ▶ connect you with the most appropriate support services for your situation
- ▶ give you information on your formal reporting options so that you can make decisions that are right for you
- ▶ assist you with the reporting process, if you decide to make a formal report

How do I help someone else?


If someone you know has experienced family violence, you should encourage them to discuss the matter with Safer Community Unit, who can provide them with information, advice and support specific to their circumstances. Safer Community Unit can also provide advice for you to pass on, and they can also help you with any support you may need.

ON CAMPUS

Respond

Security Services

For emergency assistance on campus, or to request a security escort.

 03 9905 3333 (emergency)


03 9902 7777 (non-urgent)

 monash.edu/safety

Report

Safer Community Unit

Your key point of enquiry, support and response to concerning, threatening or inappropriate behaviour.

 03 9905 1599

 safercommunity@monash.edu

 monash.edu/safer-community

Support

Monash Counselling

Health and counselling services, programs and resources to keep you healthy in mind and body.

 03 9905 3020

1300 788 336 (student 24/7 counselling)

1300 360 364 (staff 24/7 counselling)

 monash.edu/counselling

OFF CAMPUS

Respond

Police


 000

Report

Police Assistance Line and Online Reporting

 131 444


Crime Stoppers

 1800 333 000

Support

Further support services and information available at monash.edu/safety


The Orange Door - Inner East Melbourne

 1800 354 322


South Eastern Centre Against Sexual Assault & Family Violence (SECASA)

 03 8769 2200


1800 RESPECT (24/7)

 1800 737 732

Safe Steps (24/7)

 1800 015 188

Victims of Crime

 1800 819 817

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IMPORTANT INFORMATION

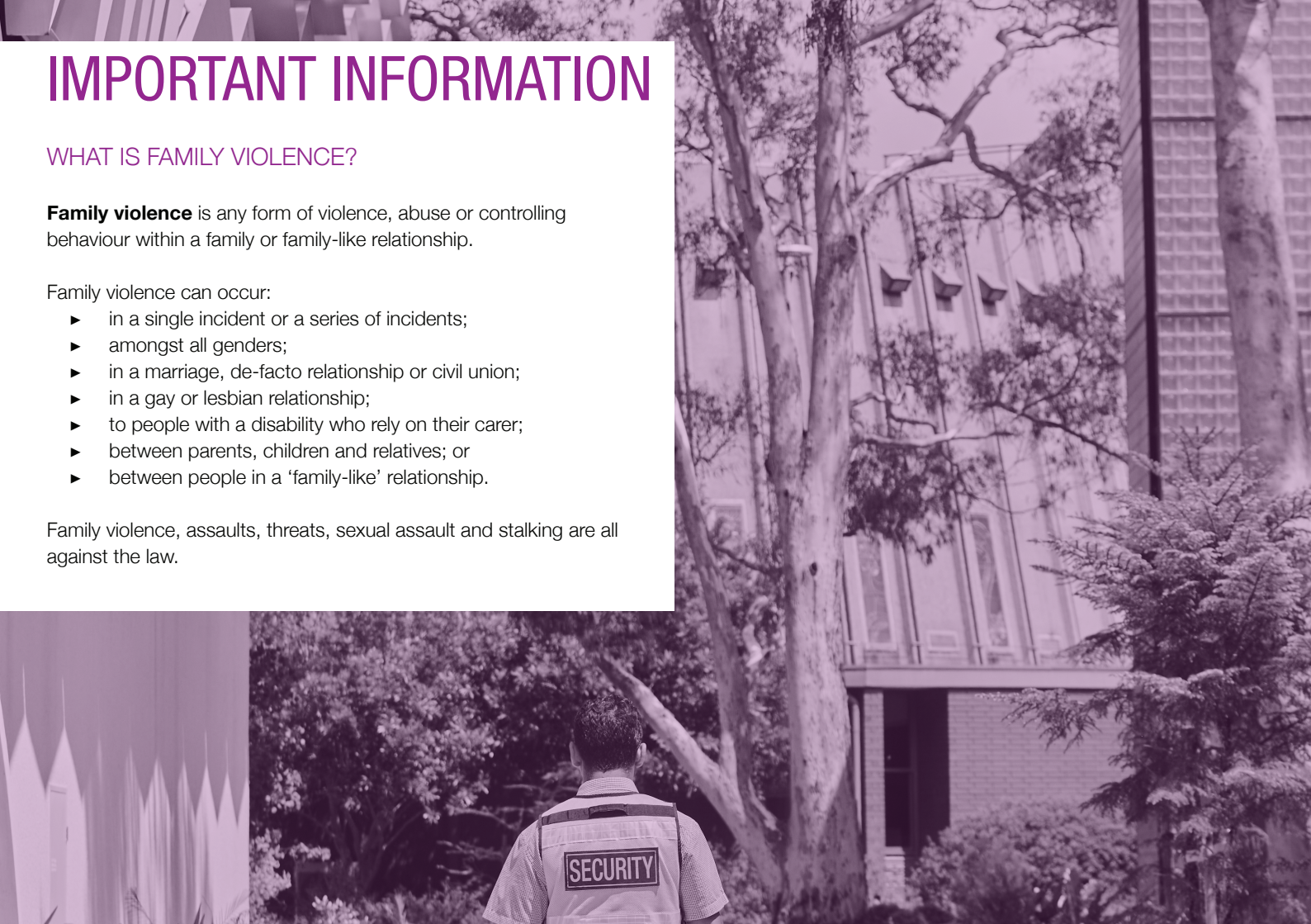
WHAT IS FAMILY VIOLENCE?

Family violence is any form of violence, abuse or controlling behaviour within a family or family-like relationship.

Family violence can occur:

- ▶ in a single incident or a series of incidents;
- ▶ amongst all genders;
- ▶ in a marriage, de-facto relationship or civil union;
- ▶ in a gay or lesbian relationship;
- ▶ to people with a disability who rely on their carer;
- ▶ between parents, children and relatives; or
- ▶ between people in a 'family-like' relationship.

Family violence, assaults, threats, sexual assault and stalking are all against the law.



EXAMPLES OF FAMILY VIOLENCE

Family violence is a broad term that can include conduct such as:

- ▶ physical abuse
- ▶ controlling or dominating behaviour
- ▶ spiritual or religious abuse
- ▶ stalking
- ▶ emotional or psychological abuse
- ▶ intimidation or threats
- ▶ verbal abuse
- ▶ financial abuse
- ▶ social abuse
- ▶ sexual abuse
- ▶ reproductive coercion
- ▶ damage to property
- ▶ abuses or threatens to abuse pets

Family violence is any abusive behaviour within a family or family-like relationship that is done to assert power, to control and to dominate.



WHAT CAN I DO?

IF YOU HAVE EXPERIENCED THIS

If you have experienced family violence, remember that:

- ▶ it was not your fault and that the perpetrator is solely responsible for their offending
- ▶ there is no right or wrong way to manage family violence, you need to do what feels right for you
- ▶ there is no timeframe for reporting or seeking help
- ▶ you do not have to report it but you can consider seeking other support

Your first point of contact should be Safer Community Unit for advice, to report, or to seek support. They are a specialist team who can talk you through your options, explain where you can get further support and provide you with information to help make decisions. They can also refer you to the other support services available - listed on page 10.

IF SOMEONE YOU KNOW HAS EXPERIENCED THIS

If a friend tells you they have experienced family violence, they have taken a difficult step. They have chosen you because they trust you and need someone to confide in.

Your role is to:

- ▶ **Listen** to them without judgement and allow them to talk at their own pace.
- ▶ **Believe** their story as it is not your job to investigate. Only ask enough questions to establish if they are safe.
- ▶ **Validate** their feelings and reassure them that it was not their fault.

You may be concerned that you cannot cope with the information that your friend is sharing and that you will not be able to support yourself. Safer Community Unit can also provide advice for you to pass on, and they can also help you with any support you may need. It's okay to step back and let experienced services continue the support, you only need to be a friend not an expert.

KEEPING YOU SAFE

IMMEDIATE ASSISTANCE

Your safety and wellbeing is Monash University's first priority. We will consider your needs and take steps to help keep you safe.

For an emergency response on or off campus, call **000** for police or ambulance.

If you feel in danger on any campus, contact Security Services 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.

ON CAMPUS

If you are concerned about travelling around campus, you can arrange a security escort at any time of day by calling **03 9902 7777**.

It may be possible to put in place measures to support your safety on campus, including to reduce the risk of you encountering the perpetrator on campus. Safety measures may include directions that restrict the perpetrator's access to buildings or which prohibit them from speaking to or approaching you. To discuss safety measures further, speak with 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 perpetrator. An Intervention Order sets rules or conditions about how the perpetrator must behave towards you. The conditions may stop them from harassing, threatening or intimidating you, contacting you, or being near you.

You can apply for an Intervention Order by attending a Magistrates Court and asking for an application. You can talk to the Registrar if you are unsure about how to fill out the application. In some cases, you can also ask the police to apply for an Intervention Order on your behalf.

For more information:

- ▶ visit www.mcv.vic.gov.au/intervention-orders

HELP AND SUPPORT

IF YOU ARE A STAFF MEMBER

The University recognises that staff may experience situations of violence or abuse in their personal life, constituting family violence, that may affect their attendance or performance at work.

The **Family Violence Support Procedure** articulates the University's commitment to providing support to staff impacted by family violence. It also sets out the process for staff to access leave for absences due to family violence and/or flexible work arrangements.

There are also Monash University **Family Violence Contact Officers** in Safer Community Unit.

A Monash University Family Violence Contact Officer is an individual who has been nominated by the University, and has expertise in family violence and privacy issues. A Family Violence Contact Officer will provide advice and referrals in relation to:

- ▶ paid and unpaid leave
- ▶ flexible work arrangements
- ▶ assistance reporting to police
- ▶ safety and security arrangements
- ▶ referrals to specialist support services, including counselling and legal advice

IF YOU ARE A STUDENT

Family violence may affect a student's ability to study, attend classes or to meet the academic or attendance requirements for their course.

The Safer Community Unit can provide information and advice about the options that may be available, including:

- ▶ study leave
- ▶ flexible study arrangements
- ▶ safety and security arrangements
- ▶ assistance reporting to police
- ▶ referrals to specialist support services, including counselling and legal advice.

ON CAMPUS

Safer Community Unit

If you have experienced family violence, you are encouraged to talk to Monash University's Safer Community Unit.

Safer Community Unit can help you by providing:

- ▶ advice and referrals for your ongoing safety and wellbeing needs
- ▶ access to medical care, with your agreement
- ▶ preservation of evidence, with your agreement
- ▶ information about your formal reporting options, including connecting you with and transporting you to police with your agreement
- ▶ advice about external processes (eg, police processes and court proceedings) and external safety measures that may be available
- ▶ assistance in making informed choices about your safety

SCU can also provide you with specific advice that is tailored to your individual circumstances, including strategies for keeping safe on- and off-campus. If you require a specialised safety plan, SCU will facilitate a referral to specialist family violence support services, such as the Orange Door or Safe Steps (see page 12).

Ask to speak to a Monash University **Family Violence Contact Officer** when contacting the Safer Community Unit.

For more information:

- ▶ visit monash.edu/safer-community
- ▶ call **03 9905 1599**
- ▶ email safercommunity@monash.edu
- ▶ [report online](#)

Monash Counselling Service

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.

There are also counsellors from the South Eastern Centre Against Sexual Assault (SECASA) that are available within the University Health Services. You can make an appointment through their website or through the Monash University Counselling Services.

For more information:

- ▶ visit monash.edu/counselling
- ▶ call **03 9905 3020** to organise an appointment

OFF CAMPUS

The Orange Door (TOD)

TOD are a specialist family violence service who provide support for individuals responding to intimate partner and family violence. You can get a referral from the Safer Community Unit. You can also make an appointment by contacting their service directly.

TOD provide:

- ▶ a broad range of integrated services to support people who are affected by family violence
- ▶ programs and services that are individual, sensitive and evidence-based
- ▶ expert professional support, case management, safety planning, community education, programs for pet safety and a strong network of referral pathways to other services

For more information:

- ▶ visit www.orangedoor.vic.gov.au to find your local Orange Door service
- ▶ call **1800 354 322 (Inner East Melbourne)**

1800 RESPECT

The National Sexual Assault, Domestic and Family Violence Counselling Service (1800 RESPECT), is a 24/7 nation-wide telephone and online counselling service for survivors of both past and recent sexual assault and/or domestic and family violence.

1800 RESPECT provides telephone support by trained counsellors on information and referral services for all Australians, including:

- ▶ people who don't speak English
- ▶ people who find it easier to speak through an interpreter or translator
- ▶ people who are blind or vision impaired
- ▶ people who are deaf or hearing impaired
- ▶ people who don't speak or have difficulties with speech

For more information:

- ▶ visit www.1800respect.org.au for information, including your rights and options after a sexual assault.
- ▶ call **1800 737 732**

Safe Steps

Safe Steps provide 24/7 specialist support services for anyone in Victoria who is experiencing or afraid of family violence.

Their services include:

- ▶ information and referral
- ▶ crisis response
- ▶ specialist family violence risk assessment
- ▶ safety planning
- ▶ access to supported crisis accommodation

They also provide specialist trauma counselling on behalf of the national sexual assault, domestic and family violence counselling service, 1800 RESPECT.

For more information:

- ▶ visit www.safesteps.org.au/
- ▶ call **1800 015 188**

Centres Against Sexual Assault

Centres Against Sexual Assault (CASAs) offer a range of services including counselling for victim/survivors of sexual and family violence. They also work with non-offending family members, partners, caregivers and support workers.

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 is the local CASA for south-east of Melbourne, which includes Monash University's Clayton, Caulfield and Peninsula campuses. SECASA counsellors are also available within the University Health Services at Clayton. Students and staff based at Parkville can go to CASA House.

For more information:

- ▶ visit www.secasa.org.au or www.casahouse.com.au
- ▶ call SECASA on **03 8769 2200**
- ▶ call CASA House on **03 9635 3610**
- ▶ call **1800 806 292** for crisis support

Victims of Crime

Victims of Crime is a government organisation that provides information, advice and support to help you manage the effects of crime and guide you through the legal process.

They can help you:

- ▶ get advice about reporting a crime
- ▶ find other services that can help you
- ▶ get information about the court process
- ▶ get help applying for compensation and financial assistance

For more information:

- ▶ visit www.victimsofcrime.vic.gov.au/
- ▶ call **1800 819 817**

YOUR REPORTING OPTIONS

You may already have spoken to a Family Violence Contact Officer from the Safer Community Unit about your experience.

Safer Community Unit can explain your reporting options, 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.

We understand it can be difficult to report your experience to police. You may have already made some decisions about those options, or you may still be considering what to do.

For more information on your reporting and disclosure pathways:

- ▶ Contact the **Safer Community Unit** for information, advice or support referrals:
 - ▶ **Report online** (including anonymously)
 - ▶ through the **Monash bSafe app**
 - ▶ call **03 9905 1599**
 - ▶ email **safercommunity@monash.edu**
- ▶ Report anonymously to CrimeStoppers online or by calling **1800 333 000**
- ▶ Contact The Orange Door for specialist family violence support, including safety planning.

REPORTING TO POLICE

DECIDING TO REPORT

The police have protocols in place to assist you through the reporting process. You can report family violence to the police if you are:

- ▶ someone experiencing violence
- ▶ concerned friends or family
- ▶ neighbours

KEY CONSIDERATIONS

When deciding to report, you may wish to consider the following:

- ▶ the sooner you report, the easier it will be for police to investigate
- ▶ the police may be able to investigate and the perpetrator may be charged especially if there is other evidence or witnesses
- ▶ making a report may help you with your recovery

Depending on the circumstances, there are a range of actions police can take. If a crime has been committed police will investigate and may pursue charges.

Victoria Police can also assist you with immediate non-criminal actions to manage your risk and increase your safety by:

- ▶ issuing a **Family Violence Safety Notice** on the spot
- ▶ helping you to apply to the court for a **Family Violence Intervention Order**
- ▶ helping you apply to change an existing **Intervention Order** to increase protection

If the perpetrator breaches a Family Violence Safety Notice or Family Violence Intervention Order, it should be reported to police as soon as possible as it can result in criminal charges.

POLICE RISK ASSESSMENT

If you do choose to report to the police and they attend a family violence incident, Victoria Police will make an assessment of the risk, taking into consideration past family violence and any recorded criminal history.

They will identify who is:

- ▶ being harmed most (the victim or 'affected family member')
- ▶ who is the main person harming others (the primary aggressor or 'other party').

A Police risk assessment includes:

- ▶ asking if everyone is safe
- ▶ speaking to each person on their own and they may speak to children
- ▶ asking what has been happening now and in the past
- ▶ checking if, due to the violence, anyone needs medical attention and taking note of any damage
- ▶ making referrals for each individual

Police may also ask if any of the parties who are involved:

- ▶ has a disability
- ▶ has any medical needs
- ▶ requires an interpreter

If anyone, including children, identifies as Aboriginal or Torres Strait Islander, they can indicate if they prefer mainstream or Indigenous-specific services.

When responding to family violence, Victoria Police follow a **Code of Practice** for the investigation of family violence.

REPORTING TO MONASH UNIVERSITY

If you report family violence, know that you are not alone.

Monash University wants to help you. Please 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**. There is no timeframe for reporting or seeking help.
- ▶ The final decision about whether to report is an important personal choice, and is yours alone to make. You need to do what feels right for you.

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.

Monash University follows the principles and processes in any applicable University policies and procedures, including the

Sexual Harm Response Procedure and **Family Violence Support Procedure**.

Monash University's internal disciplinary systems may not apply if:

- ▶ the perpetrator was not a Monash University student or staff member at the time of the violence;
- ▶ the perpetrator is no longer a current student or staff member; or
- ▶ the violence 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 support your safety

Where the family violence 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 support your safety on campus.

WHERE THE RESPONDENT IS A STUDENT

If the respondent is a current Monash University Student and the violence occurred on-campus or at an off-campus University activity, you can ask 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 respondent 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 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 substantiated.

As part of the general misconduct process:

- ▶ the respondent 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 respondent during general misconduct proceedings.

Where the allegations of general misconduct are substantiated on the balance of probabilities, the ROGM or the general misconduct panel may impose a range of penalties, including suspension or exclusion from the University.

WHERE THE RESPONDENT IS STAFF MEMBER

If the respondent is a current Monash University staff member, you can ask Safer Community Unit to refer the incident to Workplace Relations 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 respondent 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.

FOR MORE INFORMATION:

See the [Staff Code of Conduct](#)

See the [Student Code of Conduct](#)



MONASH
University