

# Draft Sexual Harm and Gender-based Violence Prevention and Response Policy 2025







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# How to report

#### **Safer Communities Office**

To report sexual harm or gender-based violence, contact the University's Safer Communities Office:

- online anytime on the University's 'Sexual Harm and Gender-based Violence' web page;
- by email at <u>safer-communities.officer@sydney.edu.au</u>; or
- by calling + 61 2 8627 6808 or 1800 SYD HLP (1800 793 457) from 9am to 5pm, Monday to Friday.

#### Office of Child Safety

If the conduct involves a child, you can make a report to the University's Office of Child Safety:

by email at <a href="mailto:child-safety@sydney.edu.au">child-safety@sydney.edu.au</a>;

#### **NSW Police**

If you believe a criminal offence has occurred, you can make a report by:

- calling the Police assistance line: 131 444
- completing an online **SARO** (Sexual Assault Reporting Option) form.

#### eSafety Commissioner

If the conduct involves online harm, you can make a report by completing an online form.

# Assistance and support

The Student Sexual Harm and Gender-based Violence Response Procedures and Staff Sexual Harm and Gender-based Violence Response Procedures provide contact details for traumainformed:

- emergency assistance for current and former students, staff and affiliates who have experienced sexual harm or gender-based violence;
- **ongoing support and assistance** for current and former students, employees and affiliates who have experienced sexual harm or gender-based violence;
- **support and assistance** for current students, employees and affiliates who are accused of sexual harm or gender-based violence.





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#### About this document

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# Part 1 Purpose and application

#### 1.1 Purpose

- (1) This Policy:
  - (a) makes clear that the University will not tolerate sexual harm and gender-based violence:
  - (b) protects the physical and psychological safety and wellbeing of our community, including students, staff, affiliates and others;
  - (c) prioritises the safety, dignity and agency of people who report sexual harm and gender-based violence;
  - (d) provides for safe, person-centred, trauma-informed and procedurally fair responses to reports;
  - (e) encourages safe ethical bystander intervention; and
  - (f) supports our values of excellence, trust, and accountability.
- (2) This Policy gives effect to our legislative and regulatory obligations, including under:
  - (a) the <u>National Higher Education Code to Prevent and Respond to Gender-based</u> Violence,
  - (b) Respect@Work amendments to the Sex Discrimination Act 1984 (Cth);
  - (c) the Anti-Discrimination Act 1977 (NSW); and
  - (d) Work Health and Safety Act 2011 (NSW).

#### 1.2 Start date

(1) This Policy commences on 1 January 2026.

#### 1.3 Application

- (1) This Policy applies to:
  - (a) the University;
  - (b) the University leadership;
  - (c) students, staff, affiliates, and visitors;
  - (d) affiliated organisations; and
  - (e) entities undertaking activities on our behalf;
- (2) This Policy also applies to all disclosures and complaints ('**reports**') of sexual harm and gender-based violence by or about students, staff, or affiliates.

Note: See Part 5.

(3) Where permitted by law, this Policy applies to conduct that occurs outside Australia.





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#### 1.4 Relationship to other policies.

- (1) Reports about conduct involving children should be made and handled in accordance with the University's <u>Working with Children and Vulnerable Adults Policy</u>.
- (2) The rights and obligations under this Policy are in addition to rights and obligations set out in the:
  - (a) Student Charter;
  - (b) <u>Bullying, Harassment and Discrimination Prevention Policy</u>;
  - (c) Staff and Affiliates Code of Conduct; and
  - (d) <u>Bullying, Harassment and Discrimination Prevention Policy</u>.







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# Part 2 Principles

#### 2.1 Sexual harm and gender-based violence are unacceptable

- (1) The University is committed to protecting the safety and wellbeing of all members of our community.
- (2) Students, staff, affiliates, and visitors must not engage in sexual harm or gender-based violence. Such behaviour is unacceptable and will not be tolerated.
- (3) We may take disciplinary action against any person who breaches this Policy.

#### 2.2 University acknowledgements

- (1) The University acknowledges that:
  - (a) sexual harm and gender-based violence have substantial impacts, on individuals, workplaces, families and communities. These impacts may be physical, psychological and financial;
  - (b) workplace diversity and gender equality are important for providing a safe, inclusive and respectful environment for our community;
  - (c) inequality and power imbalance provide the underlying social conditions for personal violence. The following communities are disproportionately affected by sexual harm and gender-based violence:
    - (i) women;
    - (ii) First Nations people;
    - (iii) culturally and linguistically diverse communities;
    - (iv) people with disability; and
    - (v) people of diverse sexual orientation and gender identity;
  - (d) as educators and leaders, we have a responsibility to work towards long-term social and cultural change;
  - (e) the experiences and identities of people who report sexual harm and genderbased violence are diverse, varied and potentially intersect. This requires culturally appropriate and safe prevention and response measures.





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# Part 3 What is sexual harm and gender-based violence?

#### 3.1 Sexual harm

- (1) Sexual harm means:
  - (a) a breach of clause 9.1; or
  - (b) any sexual activity a person does not consent to.
- (2) This includes:
  - (a) sexual harassment;

**Note:** See definitions in Part 11, and the <u>Bullying, Harassment and Discrimination Prevention Policy.</u>

- (b) sexual assault;
- (c) oral sex;
- (d) sexual touching;
- (e) sexual acts;
- (f) voyeurism; and
- (g) recording or distributing an intimate image without the subject's consent, regardless of whether the image is:
  - (i) real or fake;
  - (ii) still or moving.

**Note:** Behaviour of the kind described in this clause may also be a crime. See Divisions 10, 15B and 15C of the *Crimes Act 1900 (NSW)*.

#### 3.2 When is sexual activity sexual harm?

- (1) A person sexually harms another if:
  - (a) the other person did not consent to the sexual activity; and
  - (b) the first person:
    - (i) knew that the other did not consent;
    - (ii) was reckless as to whether they consented; or
    - (iii) unreasonably believed that they consented.
- (2) A belief that another person has consented to sexual activity is unreasonable if the first person did not say or do anything to find out whether the other consented:
  - (a) within a reasonable time before; or
  - (b) at the time of

the sexual activity,





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(3) Threatening or attempting to engage in any of the conduct described in clauses 3.1 or 3.2 also constitutes sexual harm.

#### 3.3 Consent

- (1) A person consents to a sexual activity if they freely and voluntarily agree to it at the time it occurs.
- (2) A person does not consent to a sexual activity if:
  - (a) they do not say or do anything to communicate consent;
  - (b) they do not have the capacity to consent;
  - (c) they are:
    - (i) asleep or unconscious;
    - (ii) so affected by alcohol or another drug as to be incapable of consenting;
    - (iii) forced, intimidated, coerced, blackmailed or threatened, including when they are afraid of harm to themselves or someone else;
    - (iv) overborne by the abuse of a relationship of authority, trust or dependence;
    - (v) mistaken about the identity of the other person;
    - (vi) mistaken about the nature of the sexual activity;
    - (vii) tricked into doing something they do not want to do;
    - (viii) detained or held against their will;
    - (ix) under 16 years of age; or
    - (x) under 18 years of age and the other person is an employee or affiliate.
- (3) A person may withdraw their consent at any time before or during a sexual activity, for any reason.
  - (a) They may communicate this by words or actions.
  - (b) Not saying "no" to, or not physically resisting, a sexual activity does not of itself constitute consent.
- (4) Sexual activity that occurs after consent has been withdrawn is non-consensual.
- (5) Consenting to a particular sexual activity does not of itself constitute consent to any other sexual activity.

**Note:** For example, a person who consents to a sexual activity using a condom is not taken to consent to a sexual activity without using a condom.

- (6) A person who consents to a sexual activity with another is not, without further consent, considered to have consented to:
  - (a) sexual activity with that person on another occasion; or
  - (b) sexual activity with any other person on any occasion.





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#### 3.4 Gender-based violence

- (1) Gender-based violence is:
  - (a) any form of physical or non-physical violence, harassment, abuse or threats;
  - (b) based on gender;
  - (c) that results in, or is likely to result in, any of:
    - (i) harm;
    - (ii) coercion;
    - (iii) control;
    - (iv) fear;
    - (v) deprivation of liberty; or
    - (vi) deprivation of autonomy.
- (2) Violence is based on gender if it is perpetrated because of a person's
  - (a) sex;
  - (b) gender; or
  - (c) gender identity.
- (3) Gender-based violence includes:
  - (a) sexual harm;
  - (b) stalking;
  - (c) family and domestic violence;
  - (d) coercive control; and
  - (e) modern slavery.

Note: See definitions in Part 11. Behaviour of the kind described in this clause may also be a crime. See Division 6A of the Crimes Act 1900 (NSW); the Crimes (Domestic and Personal Violence)

Act 2007 (NSW) and the Modern Slavery Act 2018 (NSW).

- (4) Gender-based violence can happen in many ways. These include:
  - (a) in person; or
  - (b) through electronic communications or use of other technology.





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### Part 4 Prevention

#### 4.1 Ethical bystander intervention

- (1) We encourage and value safe and reasonable ethical bystander intervention to prevent or stop sexual harm and gender-based violence.
- (2) Safe intervention involves:
  - (a) noticing the situation, i.e. paying attention to what is going on nearby;
  - (b) deciding if it is a problem:
    - (i) investigating whether someone might need help; and
    - (ii) checking with people around if unsure;
  - (c) accepting responsibility to take action, i.e. not assuming someone else will do something;
  - (d) planning to step in:
    - (i) indirectly or directly confronting the issue;
    - (ii) without being aggressive or putting oneself or others in danger; and
  - (e) if there is an immediate danger to anyone's safety, calling:
    - (i) emergency services on 000 (triple zero); or
    - (ii) University Protective Services on 02 9351 3333.

#### 4.2 Safe environments

- (1) Prospective employees must declare whether they have previously been:
  - (a) investigated for an allegation of sexual harm or gender-based violence; or
  - (b) determined by a previous employer or in a legal process to have committed sexual harm or gender-based violence.
- (2) When deciding if a person is suitable for employment the hiring manager must consider:
  - (a) any information provided under clause 4.2(1); and
  - (b) any resulting risks.
- (3) When deciding if an employee is suitable for promotion, recognition or reward, managers must consider any finding by the University that they have committed sexual harm or gender-based violence in the course of their employment.
- (4) Employees must declare any existing or previous intimate personal relationship with:
  - (a) another employee: if one of them has, or is likely to have, any supervisory, oversight or decision-making responsibilities in relation to the other;
  - (b) a student: if the employee has, or is likely to have, any decision-making responsibilities in relation to the student.

**Note:** This includes academic or administrative decisions.





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(5) If an employee provides information under clause 4.2(4), their manager must implement an appropriate conflict management plan.

Note: See the <u>Staff and Affiliates Code of Conduct</u>, and the <u>Higher Degree by Research Supervision Policy</u>. Information about <u>declaring</u> and <u>managing</u> personal relations is available on the <u>staff intranet</u>.

(6) All current and prospective staff must comply with the University's <u>Working with</u> Children and Vulnerable Adults Policy.

#### 4.3 Safe student accommodation

- (1) Student accommodation staff must declare whether they have previously been:
  - (a) investigated for an allegation of sexual harm or gender-based violence; or
  - (b) determined by a previous employer or in a legal process to have committed sexual harm or gender-based violence.
- (2) When deciding if a person is suitable for a position, managers must consider:
  - (a) any information provided under clause 4.3(1); and
  - (b) any resulting risks.
- (3) When deciding if a person is suitable for promotion, recognition or reward, managers must consider any finding by the University (or other employer) that they have committed gender-based violence in the course of their employment.
- (4) Student accommodation staff must declare any existing or previous intimate personal relationship with a resident.
- (5) If a person provides information under clause 4.3(4), their manager must implement an appropriate conflict management plan.

#### 4.4 Prevention education and training

- (1) The Deputy Vice-Chancellor (Education and Students) and Chief Human Resources Officer:
  - (a) must establish educational and training programs on preventing sexual harm and gender-based violence; and
  - (b) may set conditions for completing these programs. Conditions may include exemptions on compassionate grounds.
- (2) The content and delivery of these programs must be:
  - (a) evidence based;
  - (b) trauma informed; and
  - (c) tailored to relevant community contexts.
- (3) When setting up these programs the Deputy Vice-Chancellor (Education & Students) and Chief Human Resources Officer must consult with members of the University community, including:
  - (a) students;





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- (b) staff;
- (c) people who have experienced sexual harm and gender-based violence; and
- (d) groups who are disproportionately affected by sexual harm and gender-based violence.
- (4) Unless an exemption has been granted, the following groups must complete University training on sexual harm and gender-based violence:
  - (a) the University leadership;
  - (b) students;
  - (c) staff;
  - (d) affiliates;
  - (e) student accommodation residents;
  - (f) student accommodation staff;
  - (g) any other staff member whose role is connected to student accommodation.

#### 4.5 Prevention initiatives

(1) We will disseminate and promote evidence-based prevention communication and initiatives across our study, work, living and social environments.

#### 4.6 Monitoring and evaluation

- (1) The Deputy Vice-Chancellor (Education and Students) and the Chief Human Resources Officer will monitor and evaluate the effectiveness of our prevention:
  - (a) education and training; and
  - (b) communication and initiatives.
- (2) We will use the results of our monitoring and evaluation to inform and improve our prevention initiatives and education and training programs.





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# Part 5 Reporting

#### 5.1 Reporting methods

- (1) A person may report sexual harm or gender-based violence:
  - (a) that they have experienced; or
  - (b) that they have witnessed.
- (2) Reports are made by making one or both of a disclosure or a complaint.

#### 5.2 Disclosures

- A person makes a disclosure when they share information about sexual harm or gender-based violence with the University.
- (2) The purpose of a disclosure is to seek trauma-informed support.
- (3) A person who has experienced or witnessed sexual harm or gender-based violence:
  - (a) has a right to decide if they want to make a disclosure, or not;
  - (b) can choose to disclose anonymously using the online form on the <u>'Sexual Harm and Gender-based Violence' web page</u>; and
  - (c) may later make a complaint about the same incident, as provided in this Part.

Note: A bystander may make a disclosure but not a complaint about sexual harm or gender-based violence that they have witnessed. See the Student Sexual Harm and Gender-based Violence Response Procedures and Staff Sexual Harm and Gender-based Violence Response Procedures.

- (4) We will not investigate a disclosure unless:
  - (a) required to do so by law or regulation;
  - (b) there is an apparent risk to the health or safety of any person; or
  - (c) if the disclosure is made by a bystander, we can conduct an investigation appropriately without involving the person who experienced the alleged conduct.
- (5) We will seek and consider the views of the person who made the disclosure before starting an investigation.

#### 5.3 Complaints

- (1) A person makes a complaint if they ask the University to take action in response to a report of sexual harm or gender-based violence.
- (2) The purpose of a complaint is to:
  - (a) seek trauma-informed support; and
  - (b) explore options for addressing or resolving the alleged sexual harm or genderbased violence.
- (3) A person who has experienced sexual harm or gender-based violence:
  - (a) has a right to decide if they want to make a complaint, or not; and





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- (b) can choose to complain anonymously through the online form on the University's <u>'Sexual Harm and Gender-based Violence' web page</u>;
- (4) A person may only make a complaint about sexual harm or gender-based violence experienced by someone else if:
  - (a) the complainant is a student;
  - (b) they have the consent of the complainant; and
  - (c) they are:
    - (i) a student caseworker; or
    - (ii) a Safer Communities staff member.
- (5) A person may obtain assistance in making a complaint:
  - (a) for students, from:
    - (i) a Safer Communities Office staff member;
    - (ii) a student caseworker;
  - (b) for all, from:
    - (i) a counsellor; or
    - (ii) a support person.

**Note:** See the Student Sexual Harm and Gender-Based Violence Response Procedures and the Staff Sexual Harm and Gender-based Violence Response Procedures.

- (6) A complainant does not have to specify what action they want us to take.
  - (a) If they request specific action we will:
    - (i) consider the request and the impact that our decisions may have on them; and
    - (ii) prioritise the safety and wellbeing of the complainant and of other students, staff and affiliates.





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# Part 6 Response

#### 6.1 Procedures

- We will manage disclosures and complaints consistently with this Policy.
- (2) More detailed information is set out in the:
  - (a) Student Sexual Harm and Gender-based Violence Response Procedures;
  - (b) Staff Sexual Harm and Gender-based Violence Response Procedures.
- (3) We will inform the person who reported the conduct ('the **reporter**') before acting under the relevant Procedures.

#### 6.2 Support for reporters

- (1) We encourage people who have experienced or witnessed sexual harm or genderbased violence to seek assistance and support.
- (2) This is available from:
  - (a) a trusted staff member or colleague;
  - (b) the Safer Communities Office;
  - (c) Staff Health Support Services; or
  - (d) the Employee Assistance Program;
  - (e) Student Wellbeing.

Note: Further information about support is set out in the Procedures.

- (3) We will support reporters by:
  - (a) responding in a compassionate, empathetic and trauma-informed way;
  - (b) explaining available support services;
  - (c) referring them to emergency assistance and external support services;
  - (d) providing culturally safe, trauma-informed support and assistance;
  - (e) helping them to understand their options and make informed decisions;
  - (f) providing guidance about how to make a:
    - (i) complaint; or
    - (ii) report to the Police; and
  - (g) providing wellbeing and academic support for students, which may include reasonable adjustments and special consideration; and

**Note:** For further information see the <u>Health and Wellbeing web page</u>, the <u>Inclusion and Disability web page</u> and the <u>Special Consideration and Arrangements web page</u>.

(4) working with them to develop a tailored support plan.

**Note:** For more information see *Student Sexual Harm and Gender-Based Violence Response Procedures* and the *Staff Sexual Harm and Gender-based Violence Response Procedures*.





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#### 6.3 Support for respondents

- (1) We encourage people who are the subject of a report ('respondents') to seek assistance and support.
- (2) This is available from:
  - (a) a trusted staff member or colleague;
  - (b) Staff Health Support Services; or
  - (c) the Employee Assistance Program;
  - (d) Student Wellbeing.

Note: Further information about support is set out in the Procedures.

- (3) We will support respondents by:
  - (a) explaining available support services;
  - (b) providing culturally safe, trauma-informed support and assistance; and
  - (c) working with them to develop a tailored support plan.

**Note:** For more information see the *Student Sexual Harm and Gender-Based Violence Response Procedures* and the *Staff Sexual Harm and Gender-based Violence Response Procedures*.

(4) The person assigned to work with a respondent must not be the same person assigned to work with the reporter.

#### 6.4 Response education and training

- (1) The Deputy Vice-Chancellor (Education and Students) and Chief Human Resources Officer:
  - (a) must establish educational and training programs on responding to disclosures;
  - (b) may set conditions for completing this education and training. Conditions may include exemptions on compassionate grounds.
- (2) These programs must:
  - (a) teach participants how to take a trauma-informed and person-centred approach;
  - (b) increase participants' awareness of the effects of trauma;
  - (c) take account of the needs of all members of our community, particularly those disproportionately affected by sexual harm and gender-based violence; and
  - (d) be designed to safely manage any disclosures that might arise during them.
- (3) Unless an exemption has been granted, the following groups must complete University training on responding to disclosures:
  - (a) the University leadership;
  - (b) students in leadership positions;
  - (c) staff;





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- (d) affiliates;
- (e) student accommodation staff;
- (f) student accommodation residents;
- (g) any other staff member whose role is connected to student accommodation;
- (4) This training must be completed:
  - (a) as part of their onboarding process; and
  - (b) at least annually.

#### 6.5 Monitoring and evaluation

- (1) The Deputy Vice-Chancellor (Education and Students) and the Chief Human Resources Officer will monitor and evaluate the effectiveness of our support services at least once every 3 years.
  - (a) We will use the results to inform and improve service delivery.
  - (b) We will consider our health and safety obligations when deciding about changes to our support services.
- (2) The Deputy Vice-Chancellor (Education and Students) and the Chief Human Resources Officer will monitor and evaluate the effectiveness of our response education and training.
  - (a) We will use the results to inform and improve future programs.







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# Part 7 Managing disclosures and complaints

#### 7.1 Interim measures

- (1) To minimise the potential for harm to any person, the University may take interim measures against a person. We may do so in response to:
  - (a) a disclosure or complaint of sexual harm or gender-based violence, pending criminal investigation and hearing;
  - (b) a complaint of sexual harm or gender-based violence, pending:
    - (i) investigation or resolution of the complaint; or
    - (ii) the conclusion of an internal disciplinary process; or
  - (c) an interim or final Apprehended Violence Order.

**Note:** For further information see the *Student Sexual Harm and Gender-based Violence Response Procedures* and the *Staff Sexual Harm and Gender-based Violence Response Procedures*.

- (2) We will consult the reporter and consider their views before deciding to take interim measures.
- (3) Interim measures should not be interpreted as anticipating or revealing the outcome of any University or criminal investigation process.
- (4) As an interim measure we may:
  - (a) revoke a person's permission to enter or remain on specified parts of the University's lands;
  - (b) restrict a person's access to specified buildings, facilities or accommodation;
  - (c) prohibit a student, staff member or affiliate from communicating with or approaching another person;
    - (i) This includes by social media, email, letter or through a third party; or
  - (d) relocate a resident to alternative student accommodation.
- (5) Interim measures must be:
  - (a) taken on a case-by-case basis;
  - (b) imposed for a fixed period of time; and
  - (c) reasonable and proportionate in the circumstances.
- (6) Interim measures may be applied:
  - (a) immediately;
  - (b) for the period we consider necessary; and
  - (c) on the terms we consider necessary.
- (7) When deciding whether to impose interim measures:
  - (a) we are not required to provide a hearing; and
  - (b) may inform ourselves in any manner that we think fit.





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- (8) Interim measures will continue to apply until they:
  - (a) are revoked or varied; or
  - (b) expire in accordance with their terms.
- (9) The University must notify a person subject to interim measures within 24 hours of their being imposed.

**Note:** For information about what the notice must contain see the *Student Sexual Harm and Gender-based Violence Response Procedures* and the *Staff Sexual Harm and Gender-based Violence Response Procedures*.

- (10) A student, staff member or affiliate who is subject to interim measures may seek an internal review by applying to:
  - (a) the Deputy Vice-Chancellor (Education and Students), for students; or
  - (b) the Chief Human Resources Officer, for staff and others.

**Note:** For information about how to apply, see the *Student Sexual Harm and Gender-based Violence Response Procedures* and the *Staff Sexual Harm and Gender-based Violence Response Procedures*.

- (11) Nothing in this Policy or the Procedures affects the power of:
  - (a) the Registrar, to suspend a student under the <u>University of Sydney (Student Discipline) Rule</u>;
  - (b) the Director, CET or nominee to suspend a CET student under the <u>Centre for English Teaching Student Discipline Provisions</u>;
  - (c) the delegate to suspend a staff member in accordance with the *Agreement*; or
  - (d) Protective Services staff to revoke a person's permission to be on University lands, under the *Campus Access Policy*.

#### 7.2 Risk assessments

- (1) We will:
  - (a) undertake a risk assessment in response to all reports; and
  - (b) manage and monitor any identified risks on an ongoing basis.

#### 7.3 No victimisation

- (1) A person must not subject another person to detrimental action because they have:
  - (a) made a report;
  - (b) provided information about a report;
  - (c) supported a person who has made a report; or
  - (d) engaged in safe ethical bystander intervention.

#### 7.4 Trauma-informed and procedurally fair processes

- (1) We will resolve complaints of sexual harm and gender-based violence:
  - (a) in a safe, person-centred and trauma-informed way; and





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- (b) consistently with procedural fairness.
- (2) Complainants and respondents:
  - (a) will have a reasonable opportunity to:
    - (i) respond to a complaint orally and in writing; and
    - (ii) provide any relevant documents;
  - (b) may be accompanied to any meeting by a support person;
  - (c) will not be required to:
    - (i) provide physical evidence; or
    - (ii) meet with each other, without their prior informed consent; or
    - (iii) take part in any activity with one other, without their prior informed consent.

#### 7.5 Complaints about non-University related conduct

- (1) If a complaint is about conduct that has no connection to the University other than that the respondent is a student, staff member or affiliate, we:
  - (a) will consider the safety and wellbeing of students, staff and affiliates when responding;
  - (b) may not be able to take action against the respondent; and
  - (c) may refer the reporter to an external agency for resolution.

#### 7.6 Complaints about people over whom the University has no authority

- (1) Sometimes complaints are made about people over whom the University has no authority. These include:
  - (a) former students, staff members or affiliates; and
  - (b) visitors.
- (2) In such cases:
  - (a) we may:
    - (i) revoke the person's permission to be on University lands under the <u>Campus Access Policy</u>;
    - (ii) seek help from another organisation, and release information about the complaint to it; or
    - (iii) refer the complaint to an external agency for resolution;

and

- (b) we will:
  - (i) inform the complainant before releasing information or making a referral; and
  - (ii) support the complainant during any external complaints process.





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#### 7.7 Anonymous reports

- (1) We can only act on anonymous reports if:
  - (a) the respondent does not need to know the reporter's identity to properly respond; or
  - (b) there is independent evidence supporting the report which allows the allegation to be tested fairly.
- (2) We cannot act on complaints that do not provide information about the respondent. These complaints will be treated as disclosures.

#### 7.8 Confidentiality

- (1) Except as provided in this Policy, we will keep all information relating to a report confidential, unless the reporter consents to:
  - (a) disclosing part or all of it;
  - (b) for a specified purpose.
- (2) We may disclose information about a report if:
  - (a) required to do so by law or regulation; or
  - (b) there is an apparent risk to the health or safety of any person.
- (3) Apparent risks to health and safety may include circumstances where:
  - the same respondent is named in multiple separate reports by different people;
  - (b) the respondent is employed or engaged by:
    - (i) an affiliated organisation, including a student representative organisation, student club or student society;
    - (ii) a student accommodation provider;
    - (iii) an affiliated student accommodation provider, including a Residential College; or
    - (iv) a placement provider.
- (4) If a current or former student makes a complaint about conduct related to:
  - (a) a student accommodation provider;
  - (b) an affiliated student accommodation provider, including a Residential College;
  - a facility or event run by, or affiliated with, a student representative organisation, student club or student society; or
  - (d) a student placement;

we may liaise with, seek assistance from or disclose information to the relevant organisation in order to manage and resolve the complaint.

(5) Where possible, we will inform the reporter before disclosing information.





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- (6) Except as provided in this clause, complainants and respondents must keep confidential:
  - (a) the fact that a complaint has been made;
  - (b) the identities of:
    - (i) the complainant;
    - (ii) the respondent; and
    - (iii) participants in the resolution or investigation of a complaint;
  - (c) information provided or collected during the resolution or investigation of a complaint;
  - (d) any interim measures imposed;

Note: See clause 7.1

- (e) any report, outcome or determination of a complaint.
- (7) Complainants and respondents may disclose the information described in clause 7.8(6) to obtain support or advice from:
  - (a) a support person, representative or personal adviser who agrees to maintain confidentiality;
  - (b) a qualified counsellor or psychologist;
  - (c) a union representative, student caseworker or lawyer;
  - (d) the Police;
  - (e) Anti-Discrimination NSW;
  - (f) <u>Australian Human Rights Commission</u>;
  - (g) National Student Ombudsman; or
  - (h) Fair Work Commission.
- (8) A complainant whose complaint has been wholly or partially substantiated:
  - (a) by a court; or
  - (b) by the University, after an investigation conducted under the relevant internal disciplinary process;

#### may disclose:

- (c) the identity of the complainant and the respondent;
- (d) any information provided by the complainant that relates to the substantiated parts of the complaint; and
- (e) outcomes related to the substantiated parts of the complaint.
- (9) A complainant whose complaint is unable to be resolved because the respondent:
  - (a) has not cooperated;
  - (b) has left the University; or
  - (c) is a person over whom the University has no authority;





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#### may disclose:

- (d) the identity of the complainant and the respondent; and
- (e) any information provided by the complainant to the University.

**Note:** Complainants should seek advice on the risks of defamation and other legal claims before doing so.

#### 7.9 Non-disclosure agreements

- (1) We will not use non-disclosure agreements, unless requested by a reporter.
  - (a) A non-disclosure agreement must not:
    - (i) stop the reporter from obtaining support or advice about sexual harm or gender-based violence; or
    - (ii) prevent us from meeting our requirements under the National Higher Education Code to Prevent and Respond to Gender-based Violence.
- (2) We will not agree to non-disparagement clauses that could have the effect of requiring the reporter to keep their experience of sexual harm or gender-based violence confidential.

#### 7.10 Reports to the Police

- (1) A person who has experienced sexual harm or gender-based violence has a right to decide if they want to make a report to the Police, or not.
  - (a) They may decide to report to either, both or neither of the University and the Police. This includes deciding:
    - (i) to make a disclosure or complaint to the University, but not to the Police; or
    - (ii) to make a report to the Police, but not to the University.
- (2) An actual or potential report to the Police will not necessarily prevent us from responding to a report of sexual harm or gender-based violence. However, we may postpone or suspend any internal University process until the criminal process is complete.
- (3) When deciding whether to postpone or suspend an internal University process we will consult the Police and the complainant. We will consider:
  - (a) the potential for our process to impede or contaminate the criminal process, and vice versa:
  - (b) the potential for adverse impacts on the rights of either or both the complainant or the respondent; and
  - (c) whether postponing or suspending would present a risk to the health or safety of any person.
- (4) We may decide to commence or continue an internal University process after a criminal process is complete.





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(a) In doing so we are not bound by any decision of the Police, the Office of the Director of Public Prosecutions or a court.

**Note:** The purpose of a University investigation is to determine whether there has been a breach of University policy, not whether a criminal offence has been committed. The standard of proof required in University investigations is a lower one than the standard required in criminal matters.

(5) Sections 316 and 316A of the <u>Crimes Act 1900 (NSW</u> require us to report information about the commission of a 'serious indictable offence' to the Police or other appropriate authority.

**Note:** A 'serious indictable offence' is an offence that is punishable by imprisonment for 5 years or more, such as sexual assault or sexual touching.

- (a) If a reporter does not want information about an incident of sexual harm or gender-based violence to be reported, we will use our best efforts to keep information relating to their report confidential, while meeting our legal obligations.
- (b) In some limited circumstances, we may need to report an incident of sexual harm or gender-based violence to the Police or other appropriate authority against a person's wishes:
  - (i) to ensure their safety or others' safety; or
  - (ii) to meet our legal obligations.
- (6) We will inform the reporter:
  - before reporting an incident of sexual harm and gender-based violence to the Police or other authority; and
  - (b) after the report, of what information has been communicated.





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# Part 8 Data collection and reporting

#### 8.1 Purpose

- (1) We will collect:
  - (a) process data on implementation of this Policy, the Procedures and related plans and activities;
  - (b) de-identified data on incidents of sexual harm and gender-based violence; and
  - (c) de-identified demographic data about:
    - (i) reporters and respondents; and
    - (ii) for students, enrolment and related information.
- (2) We will collect this data to:
  - (a) better understand the:
    - (i) nature and prevalence of sexual harm and gender-based violence; and
    - (ii) systemic and cultural barriers to preventing and responding to it, including in particular communities or settings;
  - (b) analyse trends;
  - (c) identify the needs of different groups in our community;
  - (d) measure our progress in preventing and responding to sexual harm and gender-based violence;
  - (e) evaluate and inform the design and review of our:
    - (i) policies;
    - (ii) procedures;
    - (iii) prevention and response plans;
    - (iv) education and training programs; and
    - (v) prevention communication and initiatives; and
  - (f) meet our obligations under the National Higher Education Code to Prevent and Respond to Gender-based Violence.
- (3) The University will report annually to the Department of Education about the data collected and the insights obtained.
- (4) The Deputy Vice-Chancellor (Education and Students) and the Chief Human Resources Officer are responsible for coordinating the annual report.

#### 8.2 Data management

- (1) We will:
  - (a) collect data in a safe, trauma-informed and person-centred way;
  - (b) hold and handle data securely;

Note: See the Recordkeeping Policy





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- (c) report data in a de-identified way, to;
  - (i) prevent identification of reporters, or specific disclosures or complaints; and
  - (ii) comply with our privacy obligations.

**Note:** See <u>Privacy Policy</u>, <u>Privacy Procedures</u> and the <u>Privacy and Personal Information Protection Act 1998 (NSW)</u>.

- (2) We will only provide access to information about a disclosure or complaint:
  - (a) to University employees and consultants;
  - (b) who need it to carry out their responsibilities under this Policy and the Procedures.







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# Part 9 Transactional sex and fraternisation

#### 9.1 Prohibition in some circumstances

- (1) This clause applies to employees when they are carrying out duties directly related to delivering programs or research funded by the Commonwealth Department of Foreign Affairs and Trade (DFAT).
  - (a) Relevant programs include:
    - (i) the Australia Awards Scholarship Program; and
    - (ii) the New Colombo Plan Mobility Program.
- (2) These employees must not engage in:
  - (a) transactional sex; or
  - (b) fraternisation;
  - while carrying out relevant duties.
- (3) Transactional sex means the exchange of money, employment, goods or services for sex, or sexual favours.
- (4) Fraternisation means any personal relationship that:
  - (a) has not been declared; and
  - (b) involves, or appears to involve, partiality, preferential treatment or improper use of rank or position. This includes:
    - (i) voluntary sexual behaviour;
    - (ii) a close relationship involving public displays of affection or private intimacy; and
    - (iii) the public expression of intimate relations.
- (5) A declared relationship is one that is the subject of an external interests declaration and an approved management plan under the *External Interests Policy*.

**Note:** For additional information on relationships between staff and students, see the <u>Staff and Affiliates Code of Conduct</u> and the <u>Higher Degree by Research Supervision Policy</u>.





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# Part 10 Roles and responsibilities

#### 10.1 University leadership

- promote and champion a culture where sexual harm and gender-based violence is not tolerated;
- (2) encourage people to report sexual harm and gender-based violence;
- (3) complete training on preventing sexual harm and gender-based violence and responding to disclosures; and
- (4) contribute to the monitoring and evaluation of prevention and response education and training programs and initiatives.

#### 10.2 Deputy Vice-Chancellor (Education and Students)

- (1) establishes educational and training programs on:
  - (a) preventing sexual harm and gender-based violence;
  - (b) responding to disclosures;
- (2) consults with members of the University community in developing required educational and training programs;
- (3) may set conditions for completing required educational and training programs;
- (4) monitors and evaluates the effectiveness of:
  - (a) educational and training programs; and
  - (b) prevention initiatives and communications;
- (5) decides reviews of interim measures imposed on students; and
- (6) coordinates the annual report.

#### 10.3 Chief Human Resources Officer

- (1) establishes educational and training programs on:
  - (a) preventing sexual harm and gender-based violence;
  - (b) responding to disclosures;
- (2) consults with members of the University community in developing required educational and training programs;
- (3) may set conditions for completing required educational and training programs;
- (4) monitors and evaluates the effectiveness of:
  - (a) educational and training programs; and
  - (b) prevention initiatives and communications;





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- (5) decides reviews of interim measures imposed on staff, and others who are not students; and
- (6) coordinates the annual report.

#### 10.4 Safer Communities Office

- (1) respond to disclosures and complaints of sexual harm and gender-based violence in a compassionate, empathetic and trauma-informed way;
- (2) support and assist people who have experienced or witnessed sexual harm or gender-based violence;
- (3) assist students, staff, affiliates and others to make reports.

#### 10.5 Student Wellbeing

- (1) support and assist students who have experienced or witnessed sexual harm or gender-based violence; and
- (2) support and assist students who are respondents to reports of sexual harm or gender-based violence.

#### 10.6 Managers

- (1) promote and champion a culture where sexual harm and gender-based violence is not tolerated:
- (2) encourage people to report sexual harm and gender-based violence;
- (3) complete training on preventing sexual harm and gender-based violence and responding to disclosures;
- (4) when hiring, consider any pre-employment declaration made by a prospective employee;
- (5) consider information about previous allegations of sexual harm or gender-based violence when deciding if a person is suitable for:
  - (a) employment;
  - (b) promotion;
  - (c) recognition or other reward; and
- (6) implement appropriate management plans for staff who have a current or prior personal relationship with:
  - (a) another employee; or
  - (b) a student.

#### 10.7 Staff and affiliates

- promote and champion a culture where sexual harm and gender-based violence is not tolerated;
- (2) encourage people to report sexual harm and gender-based violence;





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- (3) complete training on preventing sexual harm and gender-based violence and responding to disclosures;
- (4) if employees, inform managers of current or previous personal relationships with:
  - (a) other employees; or
  - (b) students;
- (5) if employees, comply with management plans implemented to manage personal relationships;

#### 10.8 Student accommodation staff

- promote and champion a culture where sexual harm and gender-based violence is not tolerated;
- (2) encourage people to report sexual harm and gender-based violence;
- (3) complete training on preventing sexual harm and gender-based violence and responding to disclosures;
- (4) inform managers of current or previous personal relationships with:
  - (a) other employees; or
  - (b) students; and
- (5) comply with management plans implemented to manage personal relationships.

#### 10.9 Students

- (1) foster a study, work, living and social environment free from sexual harm and gender-based violence;
- (2) complete training on preventing sexual harm and gender-based violence; and
- (3) when in leadership positions, complete training on responding to disclosures.





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**Definitions** 

## Part 11 Definitions

(1) In this Policy a reference to 'we', 'our' or 'us' means the University.

#### affiliate

as set out in the Staff and Affiliates Code of Conduct:

means a person appointed or engaged by the University to perform duties or functions on its behalf, including but not limited to:

- an honorary title holder engaged under the Honorary Titles Policy;
- a consultant or contractor to the University; and
- an office holder in a University entity, a member of any University committee, board or foundation

An affiliate is not an employee of the University.

#### affiliated organisation

an organisation that uses the University's intellectual property in its name, marketing, recruitment or governance documents, including:

- student representative organisations;
- · student clubs and societies; and
- Taylor's College.

# affiliated student accommodation provider

an accommodation provider affiliated with the University, including by:

- any statute, constitution or legal instrument that governs or regulates the University;
- having a service agreement or other agreement with the University;
- operating on the University's lands;
- being authorised to use our intellectual property in its recruitment or marketing materials or on its website;
- being listed on our website as 'student accommodation'; or
- being promoted by us in our recruitment or marketing material.

#### Agreement

the <u>University of Sydney Enterprise Agreement 2023-2026</u> or any successor agreement.

# Apprehended Violence Order

an ADVO (Apprehended Domestic Violence Order) or an APVO (Apprehended Personal Violence Order) made by a court.







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Definitions

coercive control	repeated patterns of physical or non-physical abuse intended to hurt, scare, intimidate, threaten or control a person within a family or intimate relationship  as set out in clause 5.3.		
complaint			
delegate	for individuals covered by the <u>Agreement</u> :		
	the holder of an office to which authority has been:		
	<ul> <li>delegated by the University Senate in relation to the management of matters pertaining to staff employment, performance and/or conduct; or</li> <li>delegated under a University policy or Code of Conduct.</li> </ul>		
	for others:		
	the holder of the appropriate delegated authority under the <u>University of Sydney (Delegations of Authority) Rule</u> .		
disclosure	as set out in clause <mark>5.2</mark> .		
employee	an employee of the University, including a continuing, fixed-term or casual employee.		
Employee Assistance Program	confidential psychological services for employees and (for the purposes of this Policy only) affiliates, funded by the University and provided by an independent external provider.		
ethical bystander	a person who witnesses an event that is disrespectful or harmful and chooses to intervene in a way that is safe and effective.		
family and domestic violence	behaviour that causes physical, emotional or psychological harm to a person within a family or intimate relationship.		
modern slavery	a situation where coercion, threats or deception are used to exploit people and undermine or deprive them of their freed.  Note: See the Modern Slavery Policy.		
non-disclosure agreement	an agreement, including a deed of release of settlement agreement, that requires particular details to be kept confidential as part of reaching a settlement.		
non-disparagement clause	a clause in an agreement that requires the parties not to say things about each other that are critical, dismissive or disrespectful.		











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Definitions

oral sex	insertion of the penis into the mouth of another person, or use of the tongue or lips on the vagina, penis, scrotum or anus of another person, without their consent.  an approach that places the needs and preferences of reporters at the centre of decisions made in response to their report.  an organisation that provides clinical, practicum, internship or work experience placements to students.		
person-centred			
placement provider			
Procedures	as relevant, either or both of the:		
	<ul> <li>Student Sexual Harm and Gender-based Violence Response Procedures; and</li> </ul>		
	<ul> <li>Staff Sexual Harm and Gender-based Violence Response Procedures.</li> </ul>		
report	a disclosure or complaint of sexual harm or gender-based violence.		
Residential College	one or more of:		
	Mandelbaum House;		
	Sancta Sophia College;		
	St Andrew's College;		
	St John's College;		
	St Paul's College;		
	Wesley College;		
	Women's College.		
Safer Communities Office	the team of that name within the portfolio of the Deputy Vice- Chancellor (Education and Students.		
sexual activity	any activity that a reasonable person, having regard to all the circumstances, would consider to be sexual.		





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**Definitions** 

#### sexual acts

doing an act with or towards another person without their consent, or making another person do an unwanted act, in circumstances where a reasonable person would consider the act to be sexual. For example:

- a person showing another person their genitals or breasts ('flashing');
- a person sending another person an unwanted still or moving image of their own or someone else's genitals or breasts;
- making a person show another person their breasts, bottom or genitals;
- · masturbating in front of another person; and
- pretending to masturbate in front of another person.

#### sexual assault

the penetration to any extent of the genitals or anus of any person by:

- any part of the body of another person (including their fingers);
- or with any object manipulated by another person;

without the first person's consent.







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#### sexual harassment

#### occurs if a person:

- makes an unwelcome sexual advance, or an unwelcome request for sexual favours, to the person harassed; or
- engages in other unwelcome conduct of a sexual nature in relation to the person harassed;

in circumstances in which a reasonable person, having regard to all the circumstances, would have anticipated the possibility that the person harassed would be offended, humiliated or intimidated.

#### It includes unwelcome:

- touching, hugging or kissing;
- staring or leering;
- sexual gestures;
- sexually suggestive comments or jokes;
- · sexually explicit gifts;
- repeated or inappropriate invitations to go out or 'hook up';
- intrusive questions about a person's private life or physical appearance;
- requests or pressure for sexual intercourse, or to participate in other sexual activities;
- Sexual harassment also includes displaying, sending or requesting sexually explicit pictures or posters.

#### sexual touching

kissing or touching a person's body without their consent, in circumstances where a reasonable person would consider the touching to be sexual.

#### stalking

#### includes:

- following a person about;
- watching or approaching a person's home, business, work or social environments;
- monitoring or tracking a person's activities or movements, using technology or in another way;
- contacting or approaching a person using the internet or other technologically assisted means.

#### staff or staff member

for the purpose of this Policy, has the same meaning as 'worker' under the *Work Health and Safety Act 2011 (NSW)*.





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Definitions

student	a person who is:			
otadont	<ul> <li>currently admitted to candidature in an award course at the University;</li> </ul>			
	<ul> <li>a non-award student, exchange student or study abroad student at the University;</li> </ul>			
	a continuing education student:			
	<ul> <li>a student at the Centre for English Teaching; or</li> </ul>			
	a student at Taylor's College.			
	<b>Note:</b> For further information see the <u>Coursework Policy</u> , and the <u>Continuing and Extra Curricular Education Policy</u> .			
student accommodation staff	pastoral care leaders, residential student advisers and equivalent, employed or engaged by the University or a student accommodation provider.			
student accommodation provider	a provider of student accommodation that is not directly owned, managed or operated by the University but is under our control.			
student caseworker	a designated employee of the Students' Representative Council (SRC) or Sydney University Postgraduate Representative Association (SUPRA).			
student club or student society	a student association established under the <u>Student Associations</u> <u>Policy.</u>			
student representative	as set out in clause 7(1) of the <u>Student Associations Policy</u> , any of:			
organisation	<ul> <li>Sydney University Postgraduate Representative Association (SUPRA);</li> </ul>			
	<ul> <li>Sydney University Sport and Fitness Limited (SUSF);</li> </ul>			
	<ul> <li>University of Sydney Students' Representative Council (SRC); and</li> </ul>			
	University of Sydney Union (USU).			
trauma-informed	an approach that applies the core principles of safety (physical, psychological and emotional), trust, choice, collaboration and empowerment.			





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Definitions

	<del></del>		
University lands	as set out in the <u>Campus Access Policy</u> :		
	includes any land or road occupied or used by, or in connection with, the University.		
	This includes:		
	<ul> <li>all or part of any building or structure; and</li> </ul>		
	<ul> <li>any land used or occupied in connection with a building or structure</li> </ul>		
University Executive	the senior management committee of that name convened by the Vice-Chancellor.		
University leadership	Fellows of Senate, the Vice-Chancellor and the University Executive.		
University related conduct	any conduct that is connected to the University, including conduct that:		
	<ul> <li>refers or relates to the University, its activities, or its staff, affiliates or students in their status as staff, affiliates or students of the University;</li> </ul>		
	<ul> <li>occurs on, or in connection with, University lands or other property owned by the University;</li> </ul>		
	<ul> <li>occurs at, or in connection with, a Residential College;</li> </ul>		
	<ul> <li>occurs at or in connection with University owned or affiliated student accommodation;</li> </ul>		
	<ul> <li>occurs using, or is facilitated by, University ICT resources or other University equipment;</li> </ul>		
	<ul> <li>occurs during, or relates to, the performance of duties for the University;</li> </ul>		
	<ul> <li>occurs during, or in connection to, any University related function or event (whether sanctioned or organised by the University or not) or when representing the University in any capacity;</li> </ul>		
	<ul> <li>occurs during, or in connection to, any event run by or affiliated with student representative organisations, student clubs or student societies (whether sanctioned or organised by the University or not);</li> </ul>		
	<ul> <li>occurs during, or in connection to, students' clinical, practicum, internship or work experience placements; or</li> </ul>		
	<ul> <li>occurs while a University of Sydney student is participating in an overseas exchange, study abroad or other approved program.</li> </ul>		
voyeurism	for the purpose of obtaining sexual arousal or sexual gratification, observing a person who is engaged in a private act.		





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**Definitions** 

# Part 12 Notes

#### **Recissions and replacements**

This document replaces the following, which are rescinded from the date this document commences:

- (1) Student Sexual Misconduct Policy, which commenced on 1 January 2024.
- (2) Staff Sexual Misconduct Policy, which commenced on 1 January 2024.

#### [Insert title of policy and year]

Date approved [date]

Date commenced 1 January 2026

Date for review 30 June 2026

Approver Vice-Chancellor and President

Owner(s) Deputy Vice-Chancellor (Education), Chief Human Resources

Officer

Date last amended [only one date is to be entered in this field]

Related documents [body text hyperlink]

[body text hyperlink]

[body text hyperlink]

[body text hyperlink]





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Definitions

# Part 13 Amendment history

version		Amendment	Amended

