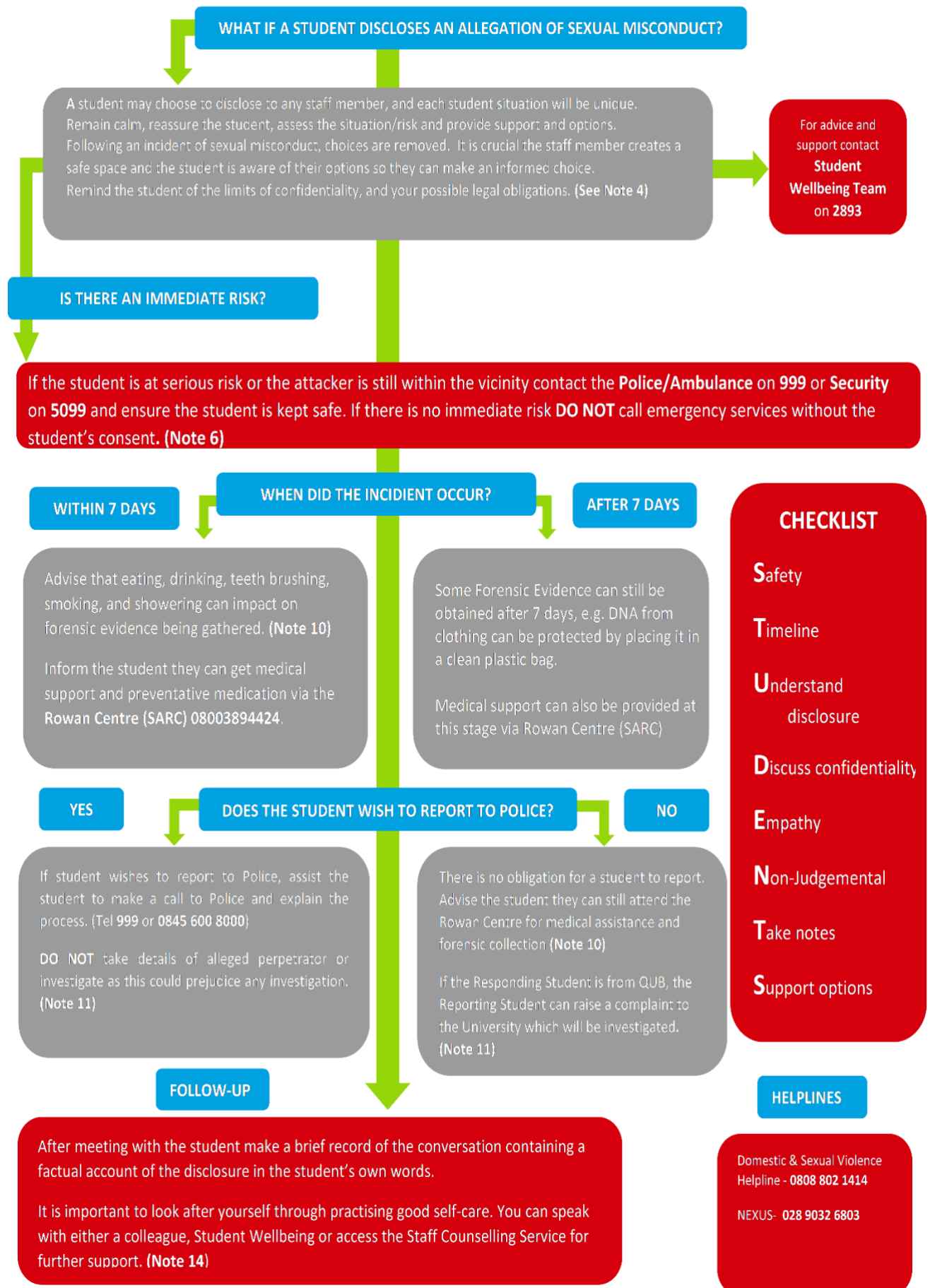


SUPPORT PATHWAY for Students **REPORTING** Allegations of **SEXUAL MISCONDUCT**



SUPPORT PATHWAY for Students **RESPONDING** to Allegations of **SEXUAL MISCONDUCT**

WHAT IF A STUDENT DISCLOSES AN ALLEGATION OF SEXUAL MISCONDUCT?

A student may choose to disclose to any staff member, and each student situation will be unique. Remain calm, reassure the student, assess the situation/risk and provide support and options.

A student who is accused of an incident of sexual misconduct is entitled to receive support from the University without judgement. It is crucial the staff member creates a safe space and the student is aware of their options so they can make an informed choice. **(Note 1)** A student who has been accused of sexual misconduct may be feeling vulnerable and their wellbeing is paramount.

For advice and
support contact
**Student
Wellbeing Team**
on **2893**

IS THERE AN IMMEDIATE RISK?

If the student is at serious risk of harm contact **Emergency Services** on **999** or **Security** on **5099** and ensure the student is kept safe. If there is no immediate risk **DO NOT** call emergency services without the student's consent **(Note 6)**.

YES

HAS THE INCIDENT BEEN REPORTED TO POLICE?

NO

If the Police are aware of an incident and in the process of investigating, explain to the student that you can't discuss any details of the case.

Advise they can access support via Student Wellbeing, Inspire and SU Advice.

If the Police are unaware of this allegation, explain to the student you have a legal obligation to report a known crime before they go into any detail **(Note 4)**

Advise they can access support via either Student Wellbeing, Inspire or SU Advice.

YES

HAS THE INCIDENT BEEN REPORTED TO THE UNIVERSITY?

NO

Advise the student of the University processes and refer them to the Sexual Misconduct Policy.

Explain that any Police investigation will take precedent and the University will conduct an investigation under the conduct regulations after this. Advise they can access support via Student Wellbeing, Inspire and SU Advice.

If the student is under investigation by the Police, explain they have a duty under the Conduct Regulations to report this to the University, so that reasonable steps can be taken to ensure everyone's safety.

Refer the student to the Conduct Regulations and advise of supports through Student Wellbeing, Inspire and SU Advice.

FOLLOW-UP

After meeting with the student make a brief record of the conversation containing a factual account of the disclosure in the student's own words.

It is important to look after yourself through practising good self-care. You can speak with either a colleague, Student Wellbeing or access the Staff Counselling Service for further support. **(Note 14)**

CHECKLIST

Safety

Timeline

Understand
disclosure

Discuss confidentiality

Empathy

Non-Judgemental

Take notes

Support options

HELPLINES

24Hr QUB Inspire Counselling
08088000016

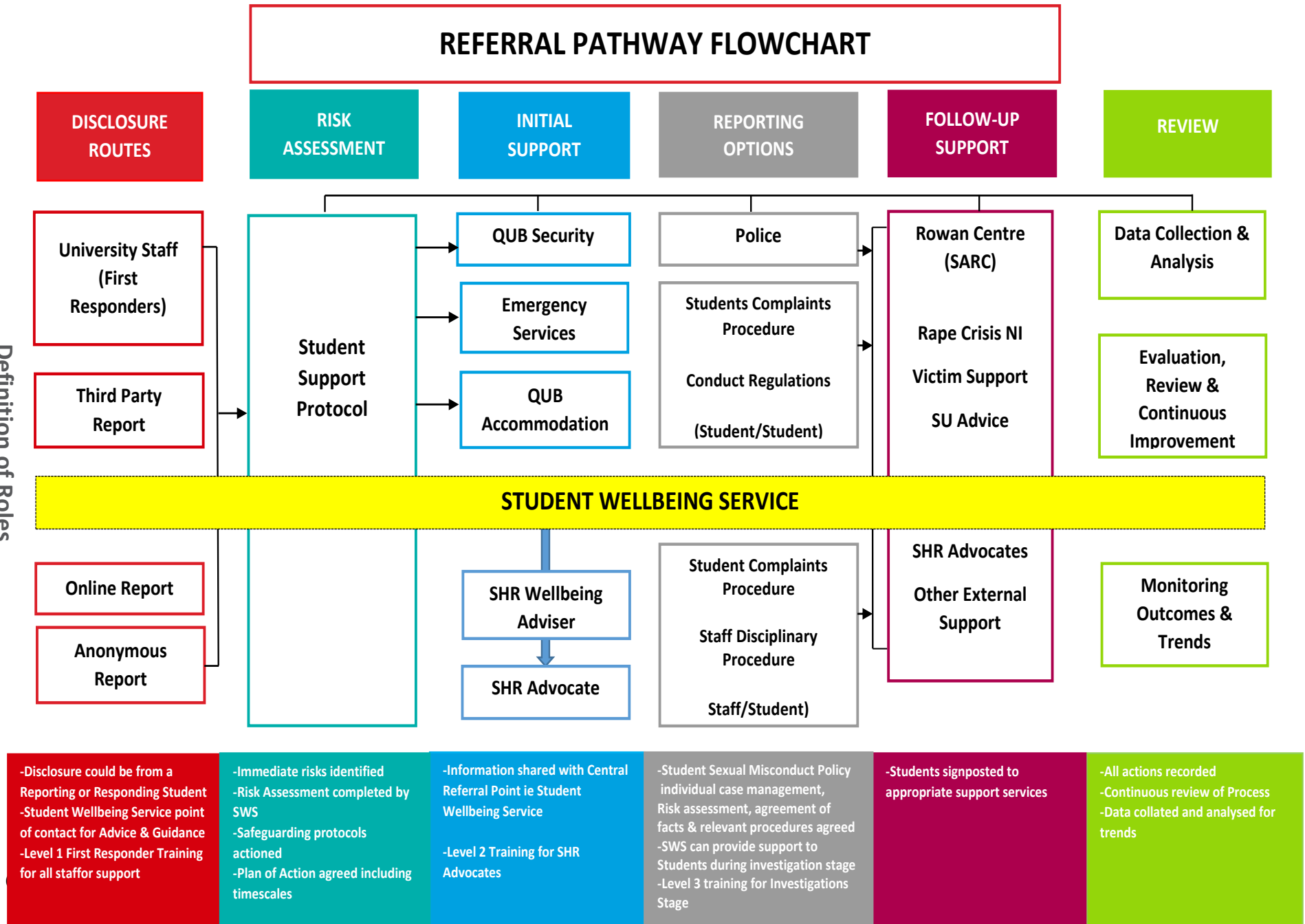
SU Advice
02890973726

Lucy Faithful Foundation
08081000900

REFERRAL PATHWAY FLOWCHART

Appendix 3
Definition of Roles

Referral Pathway Flowchart



The following definitions apply to complaints of sexual misconduct-

People Involved:

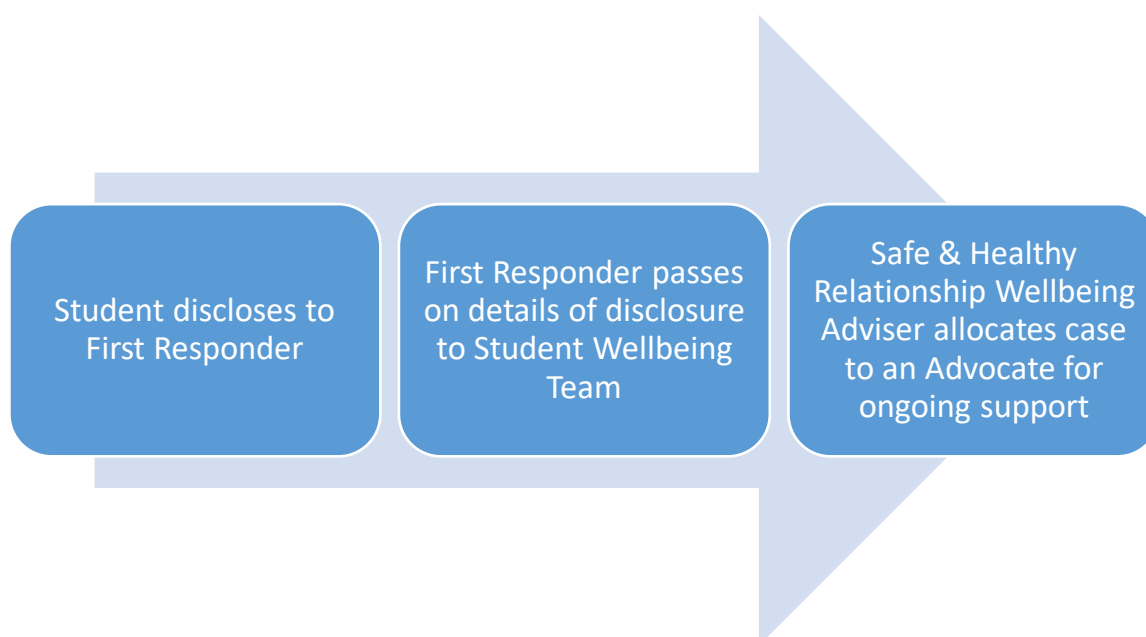
Reporting Student: The person who is alleging, in good faith and in compliance with University policies, the occurrence of a breach of the Student Conduct Regulations and/or the law.

Responding Student: The person whose actions are alleged to have breached the Student Conduct Regulations and/or the law.

First Responder: Any member of staff who can assist a reporting or responding student with a disclosure of sexual misconduct and signpost them to appropriate supports.

Safe & Healthy Relationship Advocates: These are specially trained staff volunteers, who can meet students following a disclosure of sexual misconduct and can provide signposting to specialist services and ongoing support.

Safe & Healthy Relationships Wellbeing Advisor: This is a dedicated position within the Student Wellbeing Team responsible for co-ordinating the Universities response to safe and healthy relationships issues. The SHR Wellbeing Advisor is available to provide advice and guidance to both students and staff. The SHR Wellbeing Advisor will act a case manager for referrals to the SHR Advocates.



| Name of Organisation | Contact Details | Service Provided |
|----------------------------------|---|---|
| Student Wellbeing Service | <p>Main line: 2893 studentwellbeing@qub.ac.uk</p> <p>Safe and Healthy relationships Advisor: 3945 j.finnigan@qub.ac.uk</p> <p>Student Guidance Centre Level 2</p> | <p>Advice and support through a number of services such as:</p> <ul style="list-style-type: none"> • Drop-in sessions (Mon, Wed & Fri, 12.30-1.30pm) • One-to-one sessions with a wellbeing advisor • Self-help resources • Workshops • Counselling |
| QUB Security | <p>Security control room: 5099 Emergency extension: 2222 security@qub.ac.uk</p> <p>Administration Building Level 1</p> | <p>Security staff are on duty at all times to ensure a safe and secure environment for all persons on the University campus.</p> <p>In an emergency where there is an imminent and serious danger to people or property then the appropriate emergency services should be contacted, either on the emergency extension or 9-999 yourself.</p> |
| Queen's Accommodation | <p>Elms BT9 : 4525 accommodation@qub.ac.uk</p> <p>Residential Life Team (Elms BT9): 4718 rlc@qub.ac.uk</p> <p>Elms BT9 78 Malone Road BELFAST BT9 5BW</p> <p>Elms BT1 8 College Ave BELFAST BT1 6DS</p> <p>Elms BT2 1 McClintock Street BELFAST BT2 7GL</p> | <p>The Residential Life team work within accommodation to offer support to students, encourage them to join in social events and organise a weekly programme of events.</p> <p>There is a team of Residential Assistants who live within the accommodation and are in regular contact with the students.</p> |

| Name of Organisation | Contact Details | Service Provided |
|---|---|---|
| Inspire | <p>24-hour Freephone/ appointment line: 0808 800 0016 gubstudents@inspirewellbeing.org</p> <p>Student Guidance Centre Second Floor</p> | Queen's students and staff can access a counsellor 24 hours a day, 7 days per week on the Freephone number, and can book an appointment on the same number or via email. |
| Advice SU | <p>3726</p> <p>studentadvice@qub.ac.uk</p> <p>Students' Union Second Floor</p> | <p>Confidential and non-judgemental advice on issues such as money, education, accommodation, funding and health.</p> <p>The Advice SU drop-in runs Mon& Wed 2-4.30pm, & Fri 9.30am-12pm.</p> |
| QUB Chaplaincies <ul style="list-style-type: none"> • Presbyterian • Methodist & Church of Ireland • Catholic Chaplaincy | <p>028 90 66 9078 info@presbyterianireland.org 12-14 Elmwood Avenue</p> <p>028 90 66 7754 info@thehubbelfast.org 22 Elmwood Avenue</p> <p>028 90 66 9737 gubcc@downandconnor.org 28 Elmwood Avenue</p> <p>There are other affiliated chaplains who work with the University in a less formal capacity - their details can be found at http://www.qub.ac.uk/about/Campus-and-facilities/Chaplains-and-Religious-Representatives/</p> | The Chaplaincy centres provide a focus for weekday or Sabbath worship, a range of social events and activities, groups for prayer or study, in addition to pastoral care and counselling. |
| Community Engagement | <p>Community Engagement Manager: 5190 dee.corbett@qub.ac.uk</p> | Community Engagement manages the relationships between the University and external public and private bodies, recognising the University's responsibility to be a good neighbour. |

John Finnigan (Student Wellbeing):
3945
j.finnigan@qub.ac.uk

A free sexual health clinic offering advice, free STI testing and Emergency Contraception.

Clinic Location:
The Space, 1st Floor Students' Union

The Clinic runs every Monday, 1-4pm, on a first come first served basis.

EXTERNAL SUPPORTS

| Name of Organisation | Contact Details | Service Provided |
|---|---|--|
| PSNI | <p>Emergency: 999</p> <p>Non-Emergency: 101</p> <p>Police Exchange: 028 90 65 0222</p> | |
| Rape Crime Unit | <p>Emergency number: 0845 600 8000 or 999</p> <p>Crime stoppers: 0800 555 111</p> <p>Police Exchange: 028 90 65 0222</p> | Emergency 24 hour phone number. |
| The Rowan (Sexual Assault Referral Centre for Northern Ireland) | <p>0800 3894424</p> <p>www.therowan.net</p> | 24/7 services to children, young people and adults who have been raped, sexually assaulted or sexually abused, such as: emotional support, forensic medical examination, clinical assessment, sexual health screening and treatment, signposting onto counselling and other support services, and follow-up support. |
| 24 Hour Domestic and Sexual Violence (DSV) Helpline | <p>0808 802 1414</p> <p>Text SUPPORT to 07797805839</p> <p>24hrsupport@dvhelpline.org</p> | <p>The 24 Hour Domestic & Sexual Violence Helpline is available 24 hours, seven days a week. The helpline also responds to and supports victims of sexual violence.</p> <p>It is open to all women and men affected by domestic violence and sexual violence.</p> |
| Nexus NI | <p>Belfast/Co. Antrim/ Co. Down: 028 90 32 6803</p> <p>Co. Armagh: 028 38 35 0588</p> <p>Co. Fermanagh: 028 66 32 0046</p> <p>Co. L/Derry: 028 71 26 0566</p> <p>www.nexusni.org</p> | Specialist counselling for male and female survivors of sexual abuse/violence, 16+. |

| Name of Organisation | Contact Details | Service Provided |
|---|---|---|
| Women's Aid | Belfast & Lisburn: 028 90 66 6049 www.belfastwomensaid.org.uk | Accommodation to women and children experiencing domestic and/or sexual violence. Links to counselling, outreach, drop-in service, advocacy, group/individual sessions, support with solicitors, SSA, Social Services, case conferences, court support, specialist training programmes, follow-up, training, prevention and protection. |
| The Rainbow Project | Belfast: 028 90 31 9030 Derry: 028 71 28 3030 www.rainbow-project.org | Provides a range of services and opportunities for LGBT people and their families including daily drop-in service 10am-4.30pm, LGBT youth groups and support, transsexual support group, gay men's counselling service, sexual health- condoms, information, HIV and Syphilis rapid testing, advocacy services and older men's support service. |
| Men's Advisory Project (MAP NI) | Belfast: 028 90 24 1929 Foyle: 028 71 16 0001 Email: info@mapni.co.uk | MAP provides counselling services for men experiencing domestic abuse, as well as information and referrals to other organisations, awareness raising sessions and also a range of services to men and women who want assistance and support to deal with their anger. |
| Sexual Health Clinics (BHSCT) | Appointment phone-line (8.15-11.15am): 028 90 63 4050 NHS Sexual Health Helpline: 0800 576 123 | Belfast Trust provides a wide range of sexual health and HIV services. The service is organised into male and female clinics with separate entrances and waiting areas. However on a Tuesday afternoon there is a mixed clinic which is accessed through the male reception. |
| Common Youth (formerly Brook NI) | Belfast: 02890328866 Coleraine: 02870342178 https://www.commonyouth.com/ | Common Youth provide free, confidential sexual health advice to young people aged Under 25. They provide a range of services including contraception, emergency contraception, pregnancy tests, clinics including STI Clinics and counselling. |

| Name of Organisation | Contact Details | Service Provided |
|---------------------------------|--|--|
| Victim Support (ISVA) | Belfast: 028 90 24 4039 | An independent charity that supports people affected by crime. Offers confidential services including: |
| | Ballymena: 028 25 63 0784 | Community service – coping with the personal effects of crime and dealing with the police, courts, legal professions & making a claim. |
| | Foyle: 028 71 37 0086 | Criminal injuries compensation service- helping victims of violent crime to claim compensation. |
| | Newry: 028 30 25 1321 | Witness Service supporting people going to court. Helps witnesses at all Crown, Magistrates, Youth and Appeal courts. |
| | Omagh: 028 82 24 0012 | |
| Lucy Faithful Foundation | Stop it Now Confidential helpline 08081000900 | The Lucy Faithful Foundation provides support to anyone who is concerned about a persons or their own sexual behaviour via its Stop it Now Helpline. This behaviour can be for both off line and online actions. |