



Gender-Based Violence and Sexual Misconduct Policy

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Purpose and Objectives

The purpose of this Gender-Based Violence and Sexual Misconduct Policy is to outline Raymont Residential College's commitment to ensuring that the College environment is safe, respectful, and free from all forms of gender-based violence (GBV) and Sexual Misconduct. This unified policy builds on the existing Sexual Misconduct Policy and expands its scope to explicitly cover all forms of GBV in alignment with national standards and Raymont Residential College's other policies. Raymont Residential College will not tolerate GBV or Sexual Misconduct in any form. Such behaviour is not only unacceptable and against the law, but it also undermines the safety and wellbeing of our community.

This policy outlines overarching principles governing Raymont Residential College's approach to preventing, addressing, and responding to GBV and Sexual Misconduct – behaviours which are inconsistent with Gr Raymont Residential College's core values. It should be read in conjunction with other Raymont Residential College policies, including:

- Raymont Student Handbook; and
- Behaviour and Conduct Policy; and
- Complaints Resolution Policy.

Where there is any conflict between this policy and an applicable Australian law or the National Code for preventing and responding to gender-based violence, the law or national standard will prevail to the extent of the inconsistency. This policy supersedes any previous Raymont Residential College policies or documents relating to sexual assault, sexual harassment, or gender-based violence. In any other Raymont Residential College policy where the "Management of Sexual Harassment Grievances Policy" is referenced, this unified Gender-Based Violence and Sexual Misconduct Policy shall apply in its place.

Application

This policy applies to:

1. **All Raymont Residential College workers** – including employees, contractors or subcontractors (and their employees), labour-hire workers, outworkers, apprentices or trainees, consultants, work experience students, and volunteers who carry out work for Raymont Residential College ("Workers").
2. **All persons associated with Raymont Residential College** – residents, and visitors.
3. **Raymont Residential College-related activities and venues** – including activities of residents through the Raymont Residential College Resident's Association (Res), whether on the Raymont Residential College campus or off-site, and any cooperative ventures with other parties (such as inter-collegiate events or other Colleges).

This policy applies at all times when Raymont Residential College Community Members (as defined below) are engaged with College life – including while at the College premises, at work or volunteering, attending training or College-organized events, traveling for work, attending social functions (e.g. College or work parties), and when dealing with other Raymont Residential College Community Members in any context. While the terms of this policy do not form part of an employee’s contract of employment, employees are required to comply with the policy’s obligations at all times as a condition of their employment. Similarly, residents are required to abide by this policy as a condition of residency; serious or repeated breaches may affect continuation of residency contracts. This policy may be varied by Raymont Residential College at its sole discretion from time to time.

Wherever the term “**Raymont Residential College Community Member**” is used throughout this policy, it refers to all persons associated with Raymont Residential College and the Raymont Residential College site including all Workers and other people mentioned in paragraph 2 above.

Wherever the term “**Raymont Residential College Equity Officers**” is used throughout this policy, this refers to the following positions at Raymont Residential College (including anyone designated as acting in those positions):

- **Principal** - currently Krishna (Ph 3377 9903);
- **Deputy Principal** - currently James Weeks (Ph: 3377 9903);

Availability

This policy is available to all Raymont Residential College Community Members. An electronic copy is accessible on the Raymont Residential College SharePoint site (in the Policies directory) and on the Raymont Residential College website (www.raymont.com.au) Printed versions of the Raymont Residential College are also available in the General Administration Office;

Definitions, Terms

For the purposes of this policy, the following definitions apply:

- **Consent** – the voluntary agreement to engage in the act or acts in question. Consent must be freely and affirmatively communicated – through words or conduct – by a person with the cognitive capacity to do so. Consent can be withdrawn at any time. Agreeing to one act with a person does not constitute consent to any other act, and consent is specific to each instance of activity. Circumstances in which a person does *not* consent include (but are not limited to) when the person is asleep or unconscious, is incapacitated by alcohol or drugs, submits under force or fear of harm, or is misled or coerced. No valid consent can be given by a person under the age of 16 years (the age of consent in Queensland). These principles accord with Queensland criminal law definitions of consent.

- **Gender-Based Violence (GBV)** – any form of violence, abuse, harassment or threat that is directed at a person because of their gender, gender identity, or gender expression, and that is underpinned by gender-based power inequalities or stereotypes. GBV may be physical or non-physical and includes, but is not limited to: sexual assault, sexual harassment, stalking, domestic or family violence, dating violence, coercive control, and other gender-motivated abuse. GBV can result in physical, sexual, psychological or economic harm or suffering, and often involves an abuse of power or trust. (For the purposes of this policy, Sexual Misconduct (defined below) is considered a subset of GBV.)
- **Sexual Assault** – any unwanted, forced or coerced sexual act or behaviour done without Consent. It includes a broad range of sexual activities undertaken without consent, such as groping or other unwanted touching of a sexual nature, rape or attempted rape, and any indecent act forced upon someone without consent. Sexual Assault is a criminal offence (often referred to in law as a “Sexual Offence”).
- **Sexual Harassment** – any unwelcome sexual advance, request for sexual favours, or other unwelcome conduct of a sexual nature which a reasonable person would anticipate is likely to make the recipient feel offended, humiliated, or intimidated. Sexual harassment can be physical, verbal, written or digital. Examples include (but are not limited to) sexually suggestive comments or jokes; intrusive questions about someone’s private life; inappropriate staring or leering; unwanted touching, hugging, or cornering; repeated unwelcome requests to go on dates; sexually explicit emails, text or social media messages; or sharing sexual images of a person without consent. A single incident can constitute Sexual Harassment – the behaviour does not have to be repeated to be unlawful. Consensual sexual interaction or flirtation that is mutual or invited is not sexual harassment. (Note: Some acts of sexual harassment may also constitute a criminal offence, e.g. indecent exposure, stalking, or use of telecommunications to menace.)
- **Sexual Misconduct** – a broad term encompassing any unwelcome behaviour of a sexual nature committed without Consent, or by force, coercion, intimidation, threat or manipulation. Sexual Misconduct includes Sexual Assault and Sexual Harassment, as well as other sexual or gender-based acts that violate this policy (for example, creating or sharing recordings of a sexual act without consent, or any conduct that is a Sexual Offence under law). In this policy, references to “Sexual Misconduct” include alleged or attempted acts of such misconduct as well as completed acts.
- **Sexual Offence** – any criminal offence of a sexual nature under applicable law (including the Queensland Criminal Code 1899). Sexual Offences include, but are not limited to: rape, attempted rape, sexual assault, indecent assault, incest, sexual servitude, grooming a child, distributing or making child exploitation material, and non-consensual sharing of intimate images. A person accused of a Sexual Offence may be subject to criminal investigation and prosecution independent of any action under this policy.

- **Victimisation** – any detrimental action taken against a person because they have made (or intend to make) a complaint or report under this policy, or because they have supported someone else’s complaint. Victimisation can include threatening, ostracising, pressuring, or otherwise subjecting a person to unfair treatment as a result of them raising a concern or providing information about GBV or Sexual Misconduct. Victimisation is strictly prohibited under this policy and by law.
- **Disclosure** – for the purposes of this policy, a “disclosure” means telling a Raymont Residential College staff member, Equity Officer, Resident Assistant, or other authority figure that an incident of GBV or Sexual Misconduct has occurred, without necessarily making a Formal Report or complaint. A disclosure may be made in order to seek support, medical attention, or information, and does not automatically trigger a formal investigative process if the discloser does not wish to proceed with a complaint. Raymont Residential College will handle disclosures sensitively and offer support and options to the person disclosing, in line with trauma-informed practice. (A Formal Report is defined below and involves a request for the matter to be investigated or formally addressed.)
- **Formal Report** – a formal complaint or report about an incident of Sexual Misconduct, GBV, or Victimisation, made under the Formal Procedure outlined in Raymont Residential College’s Grievance Policy. A Formal Report typically involves a complainant providing details of the incident to the College in writing or in an interview, with the intention that the College investigate and/or take action. Formal Reports under this policy will be managed in accordance with the Formal Procedures in the Grievance Policy (which include investigation and resolution processes). A person may also choose to make a formal complaint to an external authority (such as the police or an external agency). If Raymont Residential College becomes aware of an external Formal Report (e.g. a police report) regarding an incident involving the College community, the College may still take appropriate action to support those involved and to maintain campus safety.
- **Trauma-Informed** – an approach to handling disclosures, investigations, and interactions that recognizes the impact of trauma on individuals. Being trauma-informed means Raymont Residential College personnel will strive to ensure physical, psychological, and emotional safety for those who have experienced GBV or Sexual Misconduct, and will empower survivors by offering choices and control where possible. This includes practices such as: providing compassionate, non-judgmental support; minimizing the need for individuals to relive or repeatedly describe traumatic events; and accommodating the needs of survivors (for example, allowing a support person to be present, or taking breaks during difficult conversations).

Policy Statement

Raymont Residential College's approach to preventing and responding to Gender-Based Violence and Sexual Misconduct is based on the following principles and commitments, which reflect our zero-tolerance stance and our dedication to supporting those affected in a trauma-informed manner:

1. **Zero Tolerance** – Raymont Residential College prohibits **all** forms of Gender-Based Violence and Sexual Misconduct and requires all Raymont Residential College Community Members to refrain from such conduct. Any act of GBV or Sexual Misconduct is a breach of our values and policies and may also be unlawful.
2. **Education and Prevention** – Raymont Residential College acknowledges that education, training and awareness are essential for prevention. The College commits to educating all Raymont Residential College Community Members – workers and residents alike – to promote respectful relationships and prevent GBV and Sexual Misconduct in our community. This includes providing regular training and information (see Section 8) to equip our community with the knowledge and skills to contribute to a safe, inclusive environment.
3. **Leadership and Responsibility** – Raymont Residential College Community Members in positions of authority, especially supervisors, managers, and resident leaders, have a particular responsibility to model respectful behaviour and to respond appropriately if they become aware of GBV or Sexual Misconduct. All leaders are expected to take timely, appropriate, and compassionate action when issues are raised, in line with this policy and trauma-informed principles.
4. **No Victimisation** – Raymont Residential College will not tolerate any form of Victimisation against a person for making a disclosure or report of GBV or Sexual Misconduct, or for participating in an investigation or complaint process. Individuals who report concerns or provide information in good faith will be protected from retaliation (see also Section 6, Consequences).
5. **Legality and Reporting to Police** – Raymont Residential College acknowledges that many forms of Sexual Misconduct and GBV (including sexual assault and serious harassment, as well as domestic violence and stalking) may constitute criminal offences under Australian law. The College does not have jurisdiction to determine criminal guilt or enforce criminal law; however, we will take internal action in response to any breach of our rules or policies, regardless of whether law enforcement is involved. The College will assist individuals to contact police if they wish (see Section 7) and will report matters to police as required or appropriate.
6. **Internal Action** – Although criminal matters are for law enforcement, Raymont Residential College can and will take disciplinary or remedial action in response to any breach of this policy or related rules. This can occur concurrently with external processes. In other words, the College's duty to provide a safe environment means we may act on a reported incident (for example, by removing a person from campus or imposing disciplinary sanctions) even if the matter is also being dealt with by police or courts.

7. **Safety and Wellbeing Paramount** – The safety, welfare, and wellbeing of Raymont Residential College Community Members are paramount considerations in any response to GBV or Sexual Misconduct. The College’s first priority will always be to ensure that anyone affected is safe and has access to support. This may involve arranging medical care, counselling, academic accommodations, or other assistance as needed.
8. **Support for Affected Persons** – Raymont Residential College recognizes that experiencing Sexual Misconduct or other forms of GBV is likely to have significant adverse impacts on a person’s health, academic or work performance, and overall wellbeing. We are committed to offering appropriate support to anyone affected, regardless of when or where an incident occurred (on campus or off campus). Support options and referral services are outlined in Section 9 of this policy.
9. **Collaboration and Community Involvement** – Effectively addressing GBV and Sexual Misconduct requires collaboration. Raymont Residential College is committed to working with students, staff, education providers (UQ, QUT, ACU, Griffith University et al.), law enforcement, and specialist support services to tackle these complex societal issues. We will seek input from our community on prevention strategies and policy reviews, recognizing that an inclusive approach leads to more effective outcomes.
10. **Trauma-Informed Procedures** – All procedures supporting this policy (including those in the Grievance Policy for handling complaints) will strive to be trauma-informed to the greatest extent possible. This means processes will be flexible and empathetic to avoid re-traumatising individuals – for example, allowing use of support persons, avoiding unnecessary repetition of testimony, and providing clear information about options.
11. **Accessible Reporting** – Formal reporting options will be made simple and accessible, with multiple avenues for a person to make a report or disclosure. Raymont Residential College will ensure that Community Members know how and to whom they can report an incident (see Section 7), including options to report to College staff or externally. We aim to eliminate barriers to reporting such as fear of not being believed or being blamed. Anonymous reports will be accepted and considered as far as possible, though Raymont Residential may limit our ability to act (see Section 7).
12. **Timeliness and Care in Response** – Raymont Residential College aims to respond to disclosures or complaints of GBV or Sexual Misconduct promptly, sensitively, and with good management. We will meet any legal requirements for timely action (for instance, the National Code’s requirement to conduct a risk assessment within 48 hours of a disclosure) and we will keep the involved parties informed throughout the process. Our response will balance procedural fairness with compassion.
13. **Privacy and Confidentiality** – Confidentiality and information privacy will be maintained to the fullest extent possible when handling any report of GBV or Sexual Misconduct. Information about a matter will only be shared with those who need to know in order to investigate or respond, or as required by law. All participants in a

matter (complainant, respondent, witnesses, support persons, staff) are expected to respect the sensitivity of the issue and not disclose information inappropriately. Raymont Residential College will store records of complaints securely. *(Note: While confidentiality is respected, it cannot be absolutely guaranteed if there is a risk of serious harm to any person or as otherwise required by law. In such cases, information may be shared with authorities or relevant personnel on a need-to-know basis.)*

- 14. No Gag Orders – Survivor Choice Respected** – Raymont Residential College will **not** require a complainant or survivor of Gender-Based Violence or Sexual Misconduct to sign a Non-Disclosure Agreement (NDA) or confidentiality deed as a condition of reporting or resolving an incident. Similarly, no resolution of a complaint will include any clause that prevents the survivor from discussing their experience (no “gag orders” or non-disparagement clauses). The only exception is if a survivor *personally requests* a confidentiality agreement for their own comfort – and even then, any such agreement **will not** restrict the person from accessing support, counselling, or reporting the incident to police or other authorities. Raymont Residential College’s policy is that survivors should have control over their own story and healing; we will not silence those who come forward. This commitment will be communicated publicly to encourage trust in our processes.

By adhering to these principles, Raymont Residential College seeks to foster a culture of respect and safety, encourage reporting and intervention, and comply with the National Code and all relevant laws in letter and spirit.

Consequences of Policy Breaches

Raymont Residential College does not tolerate unlawful Gender-Based Violence, Sexual Misconduct, or Victimization. Allegations of such conduct will be treated seriously and, where appropriate, investigated thoroughly and addressed in accordance with this policy and the Complaints Resolution Policy.

Disciplinary Action: Breaches of this policy may result in disciplinary action. Raymont Residential College Community Members found to have engaged in GBV, Sexual Misconduct, or related misconduct (including Victimization or false/vexatious complaints) will face consequences commensurate with the severity of their actions. Possible outcomes include counselling, formal warnings, mandatory training or supervision, exclusion from certain areas or activities, or other sanctions as deemed appropriate. Serious or repeated violations can result in termination of employment (for staff) or termination of residency/contract (for students or residents), with or without notice. In the case of contractors, visitors, or other affiliates, a breach may result in revocation of privileges or access to Raymont Residential College premises (e.g. being banned from College property). Any disciplinary process for staff will be conducted in accordance with

employment law and contractual obligations; any process for students will be conducted in accordance with the Grievance Policy and Residence contract terms.

Legal Consequences: Individuals who engage in GBV or Sexual Misconduct may also be personally liable under criminal or civil law for their actions. Raymont Residential College reminds community members that certain conduct (such as sexual assault, stalking, physical violence, etc.) can lead to criminal charges independent of College action. The College’s internal process is not a substitute for criminal justice proceedings. Moreover, under some circumstances, Raymont Residential College itself can be held vicariously liable for the actions of its employees or agents (for example, if the College failed to take reasonable steps to prevent sexual harassment by a staff member). Accordingly, the College takes proactive steps – including this policy and associated training – to prevent misconduct and will act decisively when it occurs.

Interim Measures: While an investigation or disciplinary process is underway, Raymont Residential College may implement interim measures to ensure safety and wellbeing. These measures could include separating the parties (e.g. moving a resident to a different accommodation, adjusting work duties or supervision arrangements), issuing a no-contact directive, or suspending a person from duties or residence on a precautionary basis. Interim measures are not disciplinary in themselves and do not presume the outcome of any investigation; they are preventive steps to mitigate risk.

Fair Process: Any person accused of breaching this policy will be given a fair opportunity to respond to the allegations, in accordance with the principles of procedural fairness outlined in the Grievance Policy and the National Code’s Standard 5 (investigation standards). Both complainants and respondents will be treated with dignity and respect. Support services are available to all parties throughout the process (see Section 9). The College will aim to resolve matters in a timely manner, avoiding undue delay.

Raising concerns or Reporting an Incident

- Raymont Residential College strongly encourages all Raymont Residential College Community Members who believe they have been subjected to, or have witnessed, any form of Gender-Based Violence, Sexual Misconduct, or Victimization to report the matter as soon as possible, so that support can be offered and appropriate action taken. Early reporting can help preserve evidence and enable a prompt response, but we will receive and respond to a report at any time, regardless of when the incident occurred. **No one should feel pressure to “keep quiet”** – if you have experienced or observed something, the College urges you to speak up via one of the options below. A person who witnesses conduct that may violate this policy is also encouraged to report it, as this helps us maintain a safe community.

7.1 How to Report or Make a Complaint

- There are multiple avenues to raise a concern or make a complaint:
 - **Informal Disclosure:** You may choose to informally disclose an incident to a Raymont Residential College staff member, Residential Assistant (RA), Equity Officer, or other trusted person in the College. An informal disclosure (telling someone what happened without lodging a formal complaint) allows you to seek support, accommodations, or just to have the incident noted, without necessarily triggering a full investigation. The College officer who receives the disclosure will respect your wishes regarding next steps – they can help you understand your options, which include making a Formal Report to the College, reporting to police, seeking counselling or medical care, or doing none of the above if that is your choice. Even without a Formal Report, the College may need to act on a disclosure if there appears to be an imminent safety risk to you or others, but we will discuss any such need with you.
 - **Formal Report to Raymont Residential College:** You can make a formal complaint about GBV or Sexual Misconduct by lodging a **Formal Report** with one of the Raymont Residential College Equity Officers (see Section 2 for contact details). A Formal Report under this policy will be managed according to the Formal Procedure in the Grievance Policy. This typically involves providing a written statement or interview about what occurred. The Principal, Deputy Principal, or another designated investigator will then investigate the allegations in a fair and sensitive manner, determine findings, and recommend any actions or outcomes in line with College policy. You may bring a support person to any meeting during this process. If the complaint is substantiated, outcomes could include disciplinary action as outlined in Section 6. Raymont Residential College aims to handle Formal Reports as confidentially as possible, and information will only be shared with those necessary to respond to the matter.
 - **Anonymous Report:** Raymont Residential College will accept anonymous reports (where you do not provide your name or the names of those involved). For example, an anonymous disclosure can be made via an unsigned note, a generic email account, or through a third party. While we will treat anonymous reports seriously, please understand that our ability to investigate or take action on such reports may be limited if we cannot gather further information. However, even anonymous information can sometimes alert us to a problem (for instance, identifying a pattern of concerning behavior in a particular location) and allow us to take preventive measures. We would rather have anonymous reports than none at all, so please don't hesitate to report something even if you aren't ready to identify yourself.
 - **Report to Police or External Agency:** If you believe a crime has occurred, or at any time you wish to involve external authorities, you have the right to report the incident to the **Queensland Police Service** or other relevant external agencies. For emergencies or if you are in immediate danger, **dial 000** without delay. For non-emergency police reports, you can contact **PoliceLink at 13 14 44**. Raymont Residential College *strongly* encourages anyone who has been sexually assaulted

or is the victim of any crime to consider reporting to the police, as police have the expertise to investigate and the power to prosecute offenders. If you need support in doing so, a College Equity Officer can assist you in contacting the police and can accompany you through that process if you wish. However, the decision to report to police is yours – if you decide not to involve the police, the College will respect your decision and will still address the matter internally as appropriate.

- Remember, **you may pursue both internal and external reporting options in parallel.** Making a Formal Report to Raymont Residential College does not prevent you from also going to the police, and vice versa. In many cases, we can coordinate with the police (with your consent) so that our processes do not interfere with each other. Raymont Residential College will also refer matters to police independently if we deem it necessary to protect someone from harm or as required by law, but in non-emergency situations we will usually consult with the person affected before involving law enforcement.

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7.2 What Happens After Reporting

- **Acknowledgment:** The College will acknowledge receipt of a Formal Report and will reach out to the complainant (if known) as soon as possible, ideally within 24-48 hours. We will outline next steps and available support services. For disclosures that are not formal reports, the staff member will similarly respond with care and ensure the person is offered support and information.
- **Risk Assessment:** Upon receiving a report or disclosure of GBV or Sexual Misconduct, Raymont Residential College will conduct an initial **risk assessment within 48 hours** to evaluate any immediate safety concerns. This will be done by a trained person (such as the Deputy Principal or another designated and trained staff member, possibly in consultation with a specialist). The risk assessment looks at factors like: Is there an ongoing threat to the victim or others? Does the accused pose an immediate risk to the community? What interim measures need to be put in place (no-contact directives, changes in accommodation, etc.) to safeguard everyone? The outcome of this risk assessment will guide any immediate actions the College takes (for example, temporarily suspending an alleged perpetrator from residence if necessary to prevent further harm). The risk assessment and any measures taken will be documented.
- **Support and Accommodations:** Regardless of whether a person chooses informal or formal reporting, Raymont Residential College will offer support. This may include connecting the individual with counseling (through University Student Services or external providers), medical assistance, academic accommodations (like extensions or adjustments if studies are impacted), or other help as needed. If the person needs to relocate rooms, adjust their timetable, or take leave for a period, the College will assist in making those arrangements without academic or financial penalty, as far as possible. Section 9 of this policy lists various support options.
- **Investigation (Formal Reports):** If a Formal Report is made and the complainant wishes to proceed, the College will initiate an investigation under the **Formal**

Procedure of the Complaints Resolution Policy. Typically, an investigator (often the Principal, Deputy, or an external investigator for serious/complex cases) will interview the complainant, the respondent (accused), and any relevant witnesses. Both the complainant and respondent will be allowed to have a support person or advocate present in interviews. Evidence such as emails, messages, CCTV, etc., may be collected. The investigation will be carried out impartially and confidentially. The College aims to complete investigations promptly; while timeframes can vary, you will be kept updated on the progress.

- **Findings and Outcome:** After the investigation, a finding will be made on the balance of probabilities (whether it is more likely than not that the alleged conduct occurred). Both the complainant and the respondent will be informed of the outcome in general terms. If the allegation is substantiated (proven), the College will decide on appropriate outcomes or disciplinary actions (see Section 6 for possible consequences). If the allegation is not substantiated or cannot be determined, the College will nonetheless continue to offer support to all parties and monitor the situation (sometimes precautions remain in place if uncertainty exists, to ensure everyone feels safe). If a claim is found to be malicious or knowingly false that itself will be treated as a serious misconduct issue.
- **Appeal:** Either party may request a review or appeal of the process or outcome if they believe there has been a procedural unfairness or new evidence has come to light. Appeals are handled as outlined in the Grievance Policy and/or other relevant College processes (e.g., an appeal may be directed to the College oversight or an external arbiter). Information on any appeal rights will be provided with the outcome notice.
- **No Disadvantage:** Raymont Residential College assures all Community Members that reporting a genuine concern will not disadvantage their standing at the College. You will not be penalized for coming forward – your College residency, employment, or academic opportunities will not be negatively affected just because you made a complaint in good faith. Retaliation of any kind is prohibited (see Victimization, defined in Section 4, and principle 4 above). If you feel you are experiencing negative treatment as a result of reporting or assisting someone who reported, inform an Equity Officer or the Principal immediately so we can address it.

7.3 External Reporting and Coordination with Higher Education Providers

- Raymont Residential College works in partnership with The University of Queensland (UQ), Australian Catholic University (ACU), Queensland University of Technology (QUT), and others, on matters of student safety and wellbeing. While Raymont Residential College manages its own responses to incidents within our community, we will, as required, report any instances of gender-based violence to that corresponding institution to ensure they are promptly informed and able to respond appropriately. We may, with permission, coordinate with relevant Student Services to ensure those affected have access to all university support and to align any investigative processes. We will also comply with any reporting obligations UQ has – such as providing de-identified data on

incidents for compliance purposes – but personal information will only be shared in accordance with privacy laws and usually with the survivor’s consent (unless required otherwise).

- In summary, **if you experience or witness gender-based violence or sexual misconduct: please know that support and action are available.** You can talk to us confidentially to explore your options. We are committed to handling the matter with care, respecting your choices, and doing what we can to prevent further harm. No one should endure these experiences alone – Raymont Residential College is here to help. All reports of Sexual Misconduct or GBV will be taken seriously and responded to promptly.

Training, Prevention, and Reporting Measures

Raymont Residential College recognizes that policy alone is not enough – ongoing training, education, and monitoring are critical to effectively prevent and respond to Gender-Based Violence and Sexual Misconduct. In line with this commitment and the requirements of the National Code, the College implements the following measures:

a. Staff Training: All Raymont Residential College Workers will receive awareness training on this policy and related topics. This training covers: (i) what constitutes Sexual Misconduct and GBV (including sexual assault and sexual harassment) and the unacceptability and consequences of such behaviour; (ii) the rights and responsibilities of employees and Community Members under this policy; and (iii) the processes for addressing issues and making complaints. New staff and will receive this training as part of their induction, and all staff will participate in refresher training at least every two years thereafter. The Principal (or delegate) will oversee an annual cycle of refresher training to ensure compliance with this schedule. Additional targeted training will be provided to key personnel (such as Equity Officers, Residential Assistants, and investigators) on trauma-informed response and handling disclosures, to ensure they have the skills to perform their roles.

b. Internal Reporting and Oversight: The Principal will include in his monthly report to the College oversight aggregated and anonymised data on reports made under this policy. Specifically, this will detail the number of Formal Reports received, the general nature of matters reported, and the actions taken or in progress (while respecting privacy). This regular reporting ensures oversight maintains oversight of the prevalence of incidents and the College’s response, and it enables governance bodies to identify any systemic issues or needs for additional resources.

c. Ongoing Awareness and Prevention Initiatives: Beyond formal training sessions, Raymont Residential College integrates ongoing GBV prevention and awareness efforts into college life. We will regularly disseminate information and hold activities that promote a safe, respectful community. Examples include: displaying posters and information in common areas about consent and available support services (such as helpline numbers

and reporting options); hosting periodic workshops or guest presentations (e.g. mid-semester bystander intervention training, talks by experts on healthy relationships); participating in broader campaigns like Sexual Assault Awareness Month; and encouraging student-led initiatives through the Resident's Association (Res). All such initiatives will be evidence-based where possible – i.e. drawing on programs and materials proven to be effective in changing attitudes or behaviours.

e. Specialized Training for Key Staff: The College will ensure that staff members who are likely to receive disclosures or handle complaints (such as the Deputy Principal, RAs, and Equity Officers) receive specialized training in responding to trauma, conducting risk assessments, and managing cases. For instance, training on how to perform the 48-hour risk assessment will be provided, potentially using templates or guidance developed by expert bodies (such as the UCA/Code Black risk assessment template). Staff will also be briefed on the importance of managing professional boundaries – for example, maintaining appropriate staff-resident relationships and declaring any conflicts of interest (as per National Code guidance, staff must declare any intimate personal relationships with students so that an appropriate management plan can be put in place). Incorporating these expectations into staff training and contracts is part of our commitment to a safe environment.

f. Evaluation and Continuous Improvement: Raymont Residential College is committed to regularly evaluating the effectiveness of its training and prevention efforts. After major training sessions or campaigns, we will solicit feedback (through surveys or meetings) from participants to learn what was useful and what could be improved. We will monitor metrics such as training completion rates, the number of reports or disclosures (an increase might indicate more trust in the system), and survey results regarding residents' sense of safety. These data points will be reviewed by the College leadership annually to identify areas for improvement. The College oversight will also review summary data on GBV prevention and response as part of their governance role. This continuous improvement loop ensures that our approach remains dynamic and responsive to the needs of the community, and it aligns with the requirement to monitor and update our strategies under the National Code.

g. Record-Keeping: The College will maintain records of compliance with training requirements and other measures. Attendance logs or completion certificates for mandatory trainings will be kept on file for each resident and staff member, to ensure 100% compliance or to identify who needs follow-up. Documentation of prevention events (dates, topics) will also be kept. For any incidents, records of the risk assessment and outcome will be filed confidentially. These records not only help in internal management but also prepare Raymont Residential College to demonstrate compliance during any audits or reports required by regulators or the university.

Through the above training, prevention, and monitoring efforts, Raymont Residential College seeks to create an informed community that actively works to prevent gender-

based violence, and to ensure accountability and improvement in how we handle issues that do arise.

More information and support

- If you have a question about this policy or need further information, please contact one of the Raymont Residential College Equity Officers (Principal, Deputy Principal – see Section 2 for contact details). They can answer queries about the policy’s content, your rights under the policy, and the processes involved. You can also speak confidentially with the Principal or Deputy Principal if you are unsure whether certain behaviour is covered by this policy or what your options are – seeking advice *does not* obligate you to make a formal complaint.
- Raymont Residential College is committed to supporting any member of our community who is affected by Sexual Misconduct or Gender-Based Violence. Support is available regardless of whether the incident occurred on-campus or off-campus, and whether it happened recently or in the past.
- Below is a summary of key support resources:
 - **Raymont Residential College Internal Support:** You can approach the Principal or Deputy Principal at any time for support. They can assist with arranging accommodations (changes to living arrangements, academic considerations etc.), provide a listening ear, and help coordinate other support services. Residential Assistants (RAs) are also trained to provide peer support and can connect you with staff or services as needed. Importantly, *seeking support will not initiate a formal complaint unless you want it to*. We understand you might just want help coping or figuring out what to do next, and that is perfectly okay.
 - **Employee Assistance Program (EAP) – for Staff:** Raymont Residential College staff and volunteers have access to a free, confidential counselling service through the College’s Employee Assistance Program. Our current EAP provider is **Telus Health**. Staff can contact Telus Health 24/7 at **07 3547 3915** or via their website (telushealth.com.au) to speak with a professional counsellor. This support is available whether the issue arises from the workplace or any other aspect of the staff member’s life. We encourage staff to utilize this service, especially if they are supporting a student through a disclosure or if they themselves have been affected by any distressing incident.
 - **University Student Support Services:** Raymont Residential College residents can access a range of support services provided by Universities. Key services include:
 - **UQ Counselling Service:** Professional counsellors are available for students. During business hours, students can call **(07) 3365 1704** (Ext. 51704 from UQ phones) to make an appointment with UQ Counselling. This service is free for UQ students. The counsellors are experienced in

- supporting students with issues including sexual assault trauma, anxiety, and personal crises.
- **24/7 UQ Crisis Line:** Outside of business hours, UQ provides a **24-hour crisis support hotline for students at 1300 851 998**. This line is staffed by professional counsellors (through UQ's provider) and is available every night and on weekends for immediate emotional support or guidance in a crisis. If you are feeling distressed or unsafe at any time, you can call this number.
 - **UQ Chaplaincy:** UQ Chaplains offer pastoral care and a listening ear to students of any (or no) faith background. During business hours, you can reach the UQ Chaplaincy at **(07) 3365 7059** (Ext. 57059). After hours, UQ Security (3365 1234) can often get a message to the on-call Chaplain. While not counsellors, Chaplains can provide spiritual support, comfort, or just someone to talk to in confidence.
 - **UQ Sexual Misconduct Support Unit (SMSU):** *Note: If UQ has a dedicated Sexual Misconduct Support unit or officer, their contact info would be listed here (for example, some universities have a specialist team).* They can provide specialized advice and support, help with academic accommodations, and guide students through reporting processes at the university level.
 - **External Support Services:** There are also numerous external organizations equipped to support individuals affected by sexual assault, domestic violence, or harassment. Some key resources include:
 - **1800 RESPECT (National Sexual Assault, Domestic & Family Violence Counselling Service):** Phone **1800 737 732** – a 24/7 national hotline for anyone in Australia who has experienced or is impacted by sexual assault or domestic/family violence. They provide confidential counseling, information, and can refer you to local services.
 - **Sexual Assault Helpline (Queensland):** Phone **1800 010 120** – a state-wide 24/7 helpline offering counseling and support specifically for sexual assault survivors in QLD.
 - **Women's Legal Service (QLD):** Phone **1800 957 957** – offers free legal advice and support for women experiencing domestic violence, sexual assault, or related issues.
 - **Men's Line:** Phone **1300 78 99 78** – a 24/7 support service for men dealing with relationship or mental health concerns, including those who have experienced or are using violence.
 - **Lifeline:** Phone **13 11 14** – a 24/7 crisis support and suicide prevention hotline for anyone in distress.
 - **QLD Police – Vulnerable Persons Unit:** (If relevant, list a contact for local police specialists or how to contact police beyond 000/131444 for non-emergencies, especially for sexual violence cases.)

- Raymont Residential College will assist any community member in contacting these services if needed – for example, a staff member can sit with you while you call or help arrange transportation to a hospital or rape crisis centre. Additional support service contact details (including those for multicultural support, LGBTQIA+ support, etc.) are posted on the Raymont Residential College noticeboards. Residents can also find a list of support contacts in each Floor’s common area (usually near the First Aid kit) and in the back of the Student Handbook. For immediate emergency response procedures, please refer to the emergency information posted around campus.
- Remember: **you are not alone**. There are caring professionals and community members ready to support you. Raymont Residential College’s priority is your safety and wellbeing, and we will do everything we can to help you access the help you need, whether through internal support or external services.

Review and consultation

This Gender-Based Violence and Sexual Misconduct Policy was developed in 2025 as an evolution of the College’s prior Sexual Misconduct Policy (last updated November 2023). The draft was reviewed by College management team and is in line with best practices and the National Code.

All Raymont Residential College Community Members are expected to familiarise themselves with this policy and adhere to its provisions. Copies will be distributed and made available as described in Section 3.

Review Cycle: Raymont Residential College will monitor the implementation of this policy and the effectiveness of its procedures on an ongoing basis. In compliance with expected standards, this policy (and related procedures) will be formally reviewed at least every **three (3) years**, or more frequently if required (for example, if there are significant changes in law, the National Code, or institutional circumstances). The next scheduled review should occur by **October 2028** at the latest. Reviews will involve consultation with the Raymont Residential College community and relevant experts, to ensure the policy remains up-to-date, effective, and aligned with any new best practices or requirements. Any substantive changes to the policy will be submitted to College oversight for approval.

Consultation Plan for Reviews: Prior to each review, the College will: (a) gather data on incidents, training participation, and feedback from those who have used the policy (anonymously) to identify any issues; (b) hold focus groups or invite written feedback from residents, staff, and other stakeholders on how the policy and its implementation can be improved; and (c) consult any updated guidance from bodies like University Colleges Australia on GBV policy standards. The draft revisions will be shared with a representative cross-section of the community (including female and male residents, LGBTQIA+ residents, international students, and staff supervisors) for comment. We will also welcome feedback from specialist external sources (e.g. UQ’s Respect team or GBV

experts) to ensure our policy continues to meet the highest standards. This open consultation process not only fulfills Raymont Residential College's obligations under the National Code to collaborate with students and staff in policy development, but it also strengthens the policy by incorporating diverse perspectives.

Raymont Residential College is dedicated to continually improving our policies and practices to ensure the safety, respect, and dignity of everyone in our community. This policy is a living document and part of a broader commitment to a campus free from gender-based violence. Community members are encouraged to provide feedback on the policy at any time to the Principal or via governance channels – your input can help make Raymont Residential a safer place for all.