LEADERS INSTITUTE Provider ID : PRV14078 | CRICOS Code : 03732F

SEXUAL MISCONDUCT RESPONSE FORM

WHAT IS SEXUAL MISCONDUCT?

Sexual misconduct is any unwelcome behaviour of a sexual nature including sexual assault, sexual harassment, an act of indecency, making or distributing sexually explicit photos or videos without consent, and any other non-consensual sexual conduct, in person or online, if a reasonable person would consider that conduct to be an invasion of their privacy, indecent or otherwise unacceptable conduct.

Sexual assault is any offence of a sexual nature committed on another person where a person is forced, coerced, or tricked into sexual acts against their will or without their consent, including when they have withdrawn their consent, or they are unable to give consent.

Sexual harassment is any unwelcome conduct of a sexual nature, where it is reasonable to expect that the other person would be offended, afraid or humiliated. Sexual harassment can be verbal, non-verbal, written, graphic, or physical. Sexual harassment includes but is not limited to:

- any deliberate and/or unsolicited sexual communication, the use of overt sexual language, suggestive or physical contact that creates an uncomfortable learning/working environment for the recipient and is made by a person who knows, or ought reasonably to know, that such action is unwelcome;
- a sexual advance or solicitation made by one person to another, where the person making the advance or solicitation knows, or ought reasonably to know, that such action is unwelcome;
- a reprisal, or threat of reprisal, for the rejection of a sexual solicitation or advance particularly where the reprisal is made or threatened by a person in a position to confer, grant or deny a benefit or advancement to the person;
- practical jokes of a sexual nature which cause awkwardness or embarrassment;
- displaying and/or distributing pornographic pictures or other offensive material of a sexual nature, including audio or visual images of an individual through technological devices, equipment and service;
- unwanted physical contact such as kissing, touching, patting or pinching;
- unwelcome sexual remarks, sexual jokes, intrusive sexual questions, sexual innuendoes or taunting about a person's body, attire, sex, personal or social life;
- requests for sexual favours; and/or
- behaviour that is an offence under criminal law, such as physical assault, indecent exposure, stalking, technology facilitated image-based abuse or obscene communications.

REPORT I/we prefer to remain anonymous Important: If you prefer to remain anonymous, you are not required to provide your contact details. However, if you choose to remain anonymous then we may not be able to properly investigate and resolve the matter. Moreover, we will not be able to contact you to provide our feedback and support. Full Name: Phone:

Date of the incident:

Email:

Location of the occurrence:

Time of occurrence:

A
Are you reporting for yourself or someone else?
□ myself
□ someone else
I am a / they are a:
□ student
□ staff member
\square member of the public
If you are reporting on behalf of another person, do you have their permission:
□ yes
□ no
□ N/A – I am reporting my matter
The questions below relate to the perpetrator/s (person/s accused of wrongful behaviour). If there is more than one perpetrator, please provide additional information in the incident description box below.
Full name of the alleged perpetrator (if known):
Contact details of the alleged perpetrator (if known):
You think they are a:
□ student
□ staff member
□ stan member □ member of the public
□ don't know
□ prefer not to say
If applicable, what type of student are they?
□ domestic
□ international
\square online
□ don't know
□ other

ADDITIONAL INFORMATION

DETAILS

Please provide details of the incident:

Please provide details about the event(s), with dates, times, and locations, if possible. The information you provide will be received by a trained first responder and the information will be kept safe and secure. Leaders Institute may contact you (if you have provided contact details) to check on the safety and wellbeing of yourself and anyone else affected.

If a Leaders Institute trained responder believes there is a significant risk of harm to an individual or the community, they will refer the details to the police. If the report is about someone who is a minor (under 18 years old), mandatory reporting applies and Leaders Institute staff must inform the police. Leaders Institute will notify you immediately about this action and you can choose if you wish to participate in the policy enquiry or not.

More information can be found in GLI's Sexual Misconduct Prevention and Response Policy. If you have any questions or concerns, please contact:

Ms Kasia Duch Administration Manager Leaders Institute

Ph: +61(07) 3161 5566 or Email: safety@leaders.edu.au