

Leaders Institute (LI) is committed to ensuring the health, safety, and wellbeing of all staff, students and affiliates. If you have an incident to report, please complete this form and return to: safety@leaders.edu.au

Definitions

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is forced, coerced, or tricked into sexual acts against their will or without their consent, including when they have withdrawn their consent, or they are unable to give consent.

Gender-based misconduct is any unwelcome or demeaning behaviour by reason of the person's gender in circumstances in which a reasonable person would have anticipated that the person harassed would be offended, humiliated or intimidated.

Gender-based violence is any form of physical or non-physical violence, harassment, abuse or threats based on gender that results in or is likely to result in harm, coercion, control, fear, or deprivation of liberty or autonomy. Violence and harm can be physical, sexual, emotional, psychological, social, cultural, spiritual, financial and technology-facilitated abuse (including image-based abuse), and stalking.

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 feedback and support.

Full Name:

Phone:

Email:

Date of the incident:

Location of the occurrence:

Time of occurrence:

DETAILS

Please provide details of the incident:

Are you reporting for yourself or someone else?

☒ myself

☐ someone else

I am a / they are a:

☐ student

☐ staff member

☐ 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
- ☐ member of the public
- ☐ don't know
- ☐ prefer not to say

If applicable, what type of student are they?

- ☐ domestic
- ☐ international
- ☐ online
- ☐ don't know
- ☐ other

Please note that you may type out your response and attach it to this form.

ADDITIONAL INFORMATION

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. LI may contact you (if you have provided contact details) to check on the safety and wellbeing of yourself and anyone else affected.

If one of LI's First Responders 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 LI staff must inform the police. The 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 the Sexual and Gender-Based Misconduct Prevention and Response Policy. If you have any questions or concerns, please contact:

john.varghese@leaders.edu.au

+61 (07) 3161 5566

or

0450 010 203 (after hours)