Sexual Assault report
Sexual Harassment report

**If you need immediate help or medical attention, contact:**

**On-campus 9850 9999 Security**

**Off-campus 000 Emergency Services**

If you have experienced sexual assault or sexual harassment, it is not your fault. You are not alone.

There are [support services](https://students.mq.edu.au/support/wellbeing/support) which can help you. There are no time limits on seeking help or advice.

You can use this form if:

* you have experienced sexual assault or sexual harassment;
* you have witnessed sexual assault or sexual harassment involving members of the Macquarie University community; or
* someone from the Macquarie University community has told you about their experience of sexual assault or sexual harassment.

**You can complete this form anonymously or with contact details.**

* A report is anonymous when it does not include the name or contact details of the person who submitted the report. Macquarie University may be limited in what action it can take after receiving an anonymous report. To find out more, please read the [Guide](https://students.mq.edu.au/support/wellbeing/support).
* Reports with contact details include the name and contact information of the person who submitted the report. If you are reporting on behalf of someone else, do not include the name and contact details of the person who experienced the behaviour unless you have their permission to give their name.

To read about what happens if you submit a report, please read the [Guide](https://students.mq.edu.au/support/wellbeing/support). We suggest that you read the [Guide](https://students.mq.edu.au/support/wellbeing/support) before you submit a report.

If you want to know more about Macquarie University policies and procedures regarding sexual assault and sexual harassment, please see the [Student Sexual Assault and Sexual Harassment Policy](https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policies/student-sexual-assault-and-sexual-harassment).

If you have questions about submitting a report, you can meet with [Student Advocacy and Support Services](https://students.mq.edu.au/support/wellbeing/student-advocacy).

You can submit your completed form via email to respect@mq.edu.au

Information for staff

As a staff member, you can use this form to report the behaviour of students, or members of the public whose behaviour affects staff or students.

If you are staff, you cannot use this form, currently, to report the behaviour of other staff. Staff who want to report the behaviour of another staff member can consult the [Staff Complaints Policy](https://staff.mq.edu.au/work/safety-at-work/sexual-assault-and-harrassment) and/or discuss how to make a report with any of these contacts:

Your immediate supervisor;

Your Human Resources Advisor;

The Manager, Workplace Diversity and Inclusion;

The Director, Human Resources

Staff can contact the [Employee Assistance Program](https://staff.mq.edu.au/work/wellbeing/employee-assistance-program) **T: 1300 360 364** for confidential support.

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Which of the following describes what you want to report (you can select more than one option)?

* Sexual assault
* Sexual harassment
* Not sure

Are you reporting for yourself or someone else?

* Myself
* Someone else

I am a / They are a:

* Student
* Macquarie University Staff
* Member of the public
* Prefer not to say
* Other (please provide details in the incident description)

If you are reporting for someone else, do you have permission to share their contact details?

* No
* Yes (please provide contact details below)

First Name:

Last Name:

Phone number:

What area of Macquarie University do you/they work or study in? (optional):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***The following questions relate to the person whose behaviour you are reporting (sometimes called the perpetrator). If you are reporting the behaviour of more than one person, you can provide more information in the incident description box on the next page.***

You think they are a:

* Student
* Macquarie University Staff
* Member of the public
* Not sure
* Prefer not to say

What area of the University do they work or study in? (optional) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are they an international or student? (optional)

* International
* Domestic

What level are they studying? (optional)

* Undergraduate
* Postgraduate coursework
* Research

Please provide details about the event(s), with dates, times and locations, if possible.

***The information you provide will be assessed by Student Wellbeing staff. Student Wellbeing staff may contact any individual(s) identified in the information you provide, to check on their safety and wellbeing.***

***If Student Wellbeing staff believe there is a significant risk of harm to an individual or the community, staff will refer details to the NSW Police. If a report is about someone aged under 18 years old, Macquarie University staff may refer details of the report to the appropriate NSW government organisation and/or Police.***

***If you want to find out more about what Macquarie does with reports, please read the***[***Guide***](https://students.mq.edu.au/support/wellbeing/support)***. More information can also be found in the***[***Sexual Assault and Sexual Harassment Policy and Procedures***](https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policies/student-sexual-assault-and-sexual-harassment)***.***

***Please provide details below:***

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Did the event reported occur in any of the following locations? (you can select more than one option)

* University grounds (e.g. carpark, open space)
* University sports/recreation space (e.g. gym, swimming pool)
* University social spaces (e.g. Campus foodcourt, cafe, Ubar)
* University-sponsored social event (e.g. cruise, party)
* University study space (e.g. MUSE)
* University teaching space (e.g. lecture or tutorial spaces)
* University social media (e.g. University Facebook page, Twitter)
* University online teaching portal (e.g. iLearn)
* Library
* Residential college or student accommodation
* Public transport - train station
* Public transport - bus stop
* Public transport - on the bus/train
* Other

Are you experiencing disruption to study or work because of the incident(s) reported?

* No
* Yes

**You can talk confidentially about any impact on your study with staff at**[***Student Wellbeing***](https://students.mq.edu.au/support/wellbeing/support)**or the**[***Macquarie University General Practice***](https://www.mqhealth.org.au/hospital-clinics/general-practice)**. You can ask for special consideration using the process described**[***here***](https://students.mq.edu.au/study/my-study-program/special-consideration)**. You do not have to provide details of what you experienced to ask for special consideration.**

**If you are a staff, you can contact your HR manager to discuss disruption to your work.**

Have you contacted anyone about this incident?

* Police
* Student Wellbeing
* NSW Family and Community Services
* Have discussed with friends or family

***If you have provided your contact details, Macquarie University will be in touch with you within 3 days.***

***If you would like to talk to someone about your report, you can contact:***

* ***Student Wellbeing (MQ students) – (02) 9850 7497 or 1800 227 367 (24/7)***
* ***Employee Assistance Program (MQ staff) - 1300 360 364***
* ***NSW Rape Crisis Centre (24/7) – 1800 424 017***

Contact details of person making the report (optional)

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student ID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***If you would like to submit an anonymous report, you do not need to fill out these details***

***Submit via email to*** ***respect@mq.edu.au***