

Robert Menzies College Gender-based Violence Prevention and Response Policy

Support services

Emergency Assistance

If someone is in immediate danger or requires urgent medical attention, use the Emergency Assistance contacts:

For immediate help call 000

For immediate help on Macquarie University campus call (02) 9850 9999

College Support Services

Service	Contact Details
For Students	RMC On-Site Counsellor Meredith Wagstaff To make an appointment, email: meredith.wagstaff@rmc.nsw.edu.au
	Make a wellbeing, informal or formal report or self-referral via RespectX portal: https://www.respectx.com.au/reporting
Emergency Contacts In case of an emergency or immediate risk	Macquarie University Security: (02) 9850 9999
For Staff The Employee Assistance Program provides free, confidential counselling 24/7 for staff and their immediate family. Support is available in person, over the phone, and via online live chat.	Anglicare T: 1300 651 728 counselling@anglicare.org.au

Specialist External Support Services

Service Name	Contact Information
1800 Respect National domestic, family and sexual violence counselling, information and support service.	Call 1800 737 732, text 0458 737 732, chat online ^{or} video call via the website. W: https://1800respect.org.au/

Full Stop Australia Free 24/7 telephone and online trauma counselling service for anyone who has experienced sexual assault.	Phone and online counselling (24/7) T: 1800 424 017 W: https://fullstop.org.au/
Northern Sydney Sexual Assault Service Forensic and counselling service for adults.	T: (02) 9462 9477
Interpreters Free interpreters can be provided over the phone or in person. Interpreters must keep confidential information which they interpret. Translating and Interpreting Service you need to call and your name. They do not need to know why you are calling the service.	T: 131 450 W: https://www.tisnational.gov.au/
13Yarn Aboriginal & Torres Strait Islander Crisis Supporters to yarn to.	T: 13Yarn (13 92 76) W: https://www.13yarn.org.au/
QLife Anonymous and free phone or online support for LGBTQIA+ people, available every day from 3pm-midnight.	T: 1800 184 527 W: https://qlife.org.au/
MensLine Australia Free phone or online support for men.	T: 1300 78 99 78 W: https://mensline.org.au/
Men's Referral Service 24/7 national counselling, information and referral service for men who use violence and abuse to change their behaviour.	T: 1300 766 491 W: https://ntv.org.au/
National Disability Abuse and Neglect hotline A free, independent and confidential service for reporting abuse and neglect of people with disability.	T: 1800 880 052 W: https://jobaccess.gov.au/complaints-or-report-abuse/make-complaint-report-abuse
Suicide Call Back Service Free counselling for suicide prevention & mental health via telephone, online & video for anyone affected by suicidal thoughts, 24/7.	T: 1300 659 467 W: https://www.suicidecallbackservice.org.au/
National Relay Service The National Relay Service (NRS) is a 24hr Australia-wide phone service designed to assist people who are d/Deaf, hard of hearing, or have speech communication difficulties. See here for further information about the service.	TTY/voice calls: 133 677 Speak & Listen: 1300 555 757 SMS relay: 0423 677 767 W: https://www.accesshub.gov.au/about-the-nrs
eSafety Commissioner eSafety responds to concerns relating to cyberbullying, image-based abuse and illegal online content.	Make a Report: https://www.esafety.gov.au/report
Emergency Contacts In case of an emergency or immediate risk.	Call NSW Police at 000

Disclosures and Reporting Pathways

For Students reporting to the College	Online: Make a informal or formal report via RespectX portal: https://www.respectx.com.au/reporting
	Email: rebecca.lui@rmc.nsw.edu.au (Dean of Residents, Rebecca Lui) Email: doa@rmc.nsw.edu.au (Dean of Academics, Sam Wan) Email: peter.davis@rmc.nsw.edu.au (College Principal, Peter Davis)
	Telephone: 9936 6000
For Students reporting to Macquarie University	Online: Report inappropriate or unwanted behaviour Macquarie https://mq-advocate.symplicity.com/titleix_report
	Email: wellbeing@mq.edu.au
	Telephone: (02) 9850 7497 In-person: Thrive Hub: 18 Wally's Walk, Ground Floor (Mon -Fri 9am-4pm)
For College Staff	Online: Make a informal or formal report via RespectX portal: https://www.respectx.com.au/reporting
	Email: peter.davis@rmc.nsw.edu.au (College Principal, Peter Davis)
	Telephone: 9936 6000
For volunteers, contractors and Members of the Public	Online: Make informal or formal report via RespectX portal: https://www.respectx.com.au/reporting
	Email: peter.davis@rmc.nsw.edu.au (College Principal, Peter Davis)
	Telephone: 9936 6000

Section 1 - Purpose

(1) This Policy outlines the College's ('Robert Menzies College' / 'RMC') commitment to providing an environment free from Gender-based Violence and fostering a culture that promotes safety, respect and inclusion for all members of its community.

(2) Preventing and responding to sexual violence on College premises or in College settings is a priority of the College. The Policy details:

- a. behaviours that are not accepted by the College;
- b. the College's commitment to prevent Gender-based Violence within the College Community, through education of Students and Staff;
- c. how Disclosures and Formal Reports of Gender-based Violence concerning the College Community can be made; and
- d. how the College will respond to Disclosures and Formal Reports about Gender-based Violence.

Background

(3) Gender-based Violence can happen to anyone.

(4) Gender-based Violence means 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. Gender-based Violence is unacceptable, unlawful, and strictly prohibited by Robert Menzies College (the College).

(5) While all people can experience violence, the nature and context of that violence differ across groups:

- a. Aboriginal and Torres Strait Islander Australians experience disproportionately high levels of all forms of Gender-based Violence.
- b. Women are most often subjected to violence from men they know (often a current or former partner), whereas men more commonly experience violence from men they do not know.
- c. Gender-diverse and other LGBTIQ+ people experience elevated rates of family, domestic, and sexual violence, as well as discrimination.
- d. People with a disability, particularly women and girls, experience violence, abuse and neglect at much higher rates, over longer periods and by more perpetrators.
- e. International students may face particular barriers to seeking support and achieving justice for sexual and intimate partner violence.
- f. Within a workplace or study environment, all genders experience sexual harassment, and all genders can perpetrate sexual harassment. However, most Gender-based Violence is perpetrated by men against women.

(6) Gender-based Violence is underpinned by power imbalances and gender inequality. It is driven by social and cultural factors such as:

- a. attitudes that condone violence on gender-based grounds;
- b. rigid gender roles and stereotypes;
- c. unequal control over decision-making; and
- d. peer relations that emphasise aggression and control.

(7) Contributing factors can intensify the risk and prevalence of Gender-based Violence. These include the condoning of violence more broadly; exposure to violence in childhood or community settings; stress and environmental factors; misuse of technology; and barriers that undermine victim-survivors from accessing resources and support.

(8) This Policy should be read in conjunction with the Macquarie University Gender-based Violence Prevention and Response Policy Guidelines (the Guidelines), which have been adopted (with any necessary changes) by the College.

Scope

(9) This Policy applies to all members of the College Community, including students, staff, directors and officers, contractors and volunteers.

(10) Reports of child abuse, including any violence or harassment involving children or young people under 18, may require mandatory reporting to the NSW Department of Communities and Justice and/or NSW Police.

Section 2 - Policy

Responsibilities of the College and the College Community

(11) Members of the College Community must not engage in acts of Gender-based Violence.

(12) The College has a Positive Duty to prevent sexual harassment and may have further obligations to prevent and respond to Gender-based Violence, in accordance with the National Higher Education Code to Prevent and Respond to Gender-based Violence 2025 (the Code).

(13) The College's detailed responsibilities are outlined in the College's Gender-based Violence Prevention and Response Plan.

(14) The College is committed to:

- a. conducting regular gender impact and risk assessments;
- b. providing education and training on the causes and effects of Gender-based Violence, and on available reporting and support options;
- c. providing Students, Staff, volunteers, contractors, and members of the public with multiple reporting pathways, including anonymous options;
- d. encouraging Staff, volunteers, contractors and Students to speak up about Gender-based Violence;
- e. delivering confidential and Trauma-informed support services to Students, Staff, volunteers and contractors who have experienced Gender-based Violence;
- f. responding to Disclosures and Formal reports of Gender-based Violence in a Trauma-informed, confidential, and timely manner;
- g. consulting the person who has experienced Gender-based Violence and taking their wishes into account when determining an appropriate response;
- h. maintaining procedural fairness, confidentiality, and privacy in accordance with relevant University and College policies; and
- i. taking disciplinary action for breaches of this Policy in accordance with applicable University and College policies and procedures.

(15) Leadership, Staff, volunteers and contractors must behave in inclusive and respectful ways in accordance with the Employee Handbook and other relevant policies and procedures.

(16) Leadership and Staff are required to complete mandatory Trauma-informed education when it is arranged, addressing the nature, causes and impacts of Gender-based Violence, and training in response strategies including reporting mechanisms and support services.

(17) Students must behave in inclusive and respectful ways in accordance with the Code of Conduct.

(18) Students will be requested to complete mandatory Trauma-informed education when it is arranged addressing the nature, causes, and impact of Gender-based Violence, and training in response strategies including reporting mechanisms and support services.

(19) Students, Leadership, Staff, volunteers or contractors who knowingly make a false or Vexatious Report of Gender-based Violence may be subject to disciplinary action in accordance with applicable College policies and procedures.

(20) The College's response to Gender-based Violence is detailed in section 3 of this Policy.

Protection from Victimisation and Reprisal

(21) Members of the College Community must not engage in Victimisation, or commit or threaten to commit an act of reprisal against any person who has:

- a. asked for support regarding Gender-based Violence;
- b. reported an incident of Gender-based Violence;
- c. provided information or evidence about a report of Gender-based Violence;
- d. referred another person to support services in relation to an experience of Gender-based Violence;
- e. helped someone make a report of Gender-based Violence; or
- f. been the subject of a report of Gender-based Violence.

(22) For Students, Victimisation or reprisal may lead to termination of their accommodation agreement with the College.

(23) For Leadership, Staff, volunteers and contractors Victimisation or reprisal may lead to disciplinary action under the Staff Code of Conduct or relevant industrial or contractual instruments.

Section 3 - Procedures

(24) The Procedures described in this Policy do not override:

- a. professional standards regarding confidentiality between clients and medical practitioners, nurses, psychologists, and social workers;
- b. mandatory reporting requirements according to child protection legislation, Crimes Act 1900 (NSW) or Work Health and Safety Act 2011; and
- c. any other legal obligations applicable to the College.

Making a Disclosure or Formal Report

(25) Disclosures and Formal Reports can also be made in person or via email or phone to the Deans, College Principal, or RespectX portal.

(26) Disclosures and Formal Reports can be made by:

- a. the person (who is covered by this Policy) who experienced the alleged Gender-based Violence;
or
- b. a person who is aware of alleged Gender-based Violence associated with the College Community.

Support Services in Response to Disclosures

(27) All Disclosures will be taken seriously, treated with care and responded to in accordance with applicable College policies and procedures.

(28) The College provides accessible support services for Students, Staff, volunteers and contractors who disclose Gender-based Violence, as well as referrals to specialist external services. Contact details and further information are provided in this Policy.

(29) Any person who makes a Disclosure to the College may decide what information they choose to share. Making a Disclosure or accessing support services does not automatically initiate a Formal Report.

(30) If actions are required to manage the safety of any member of the College Community, the person making the Disclosure will be consulted. Information may be shared with the University, University Security Services, and external services such as NSW Police or NSW Department of Communities and Justice.

Specific Support for Students

(31) The College may arrange support for a Student who has made a Disclosure. Further support may be made available by the University.

Support provided by the College for Students may include:

- a. counselling and wellbeing services;
- b. advice about accommodation and finances;
- c. referrals to external legal, counselling and medical services; and
- d. other measures, if any, appropriate to the circumstances.

Specific Support for Staff and others

(32) Support provided by the College for Staff, volunteers and contractors may include:

- a. counselling and wellbeing services through the EAP Program;
- b. reasonable workplace adjustments to support safety and wellbeing, including but not limited to:
 - i. changes to hours of work;
 - ii. relocation to suitable employment;
 - iii. temporary change to their work location;
 - iv. changes to College-provided contact details such as phone numbers and email addresses;and

- v. access to leave in accordance with the relevant Award or Enterprise Agreement;
- c. referrals to external legal, counselling and medical services; and/or
- d. other measures, if any, appropriate to the circumstances.

College Responses to Formal Reports

(33) All Formal Reports will be given serious consideration, treated with care and responded to in accordance with the applicable College policies and procedures. However, the College may refer a Disclosure to the University to be dealt with (when this is considered to be the most appropriate action), in circumstances where the Disclosure is also covered by the University's policies and procedures.

(34) For reports with identity information: The Discloser will be contacted to check that they and others are safe, discuss access to support services, and consult with them about their wishes for a response. If the report is made about another person who has allegedly experienced Gender-based Violence, they will also be contacted and consulted. The College may be limited in its response to reports made on behalf of another person without their consent (refer to the Privacy Act 1988 (Cth)).

(35) Staff will provide the person making the report, or relevant persons named in the report, with information about the College complaints and misconduct processes, including investigation processes.

(36) For anonymous reports: The College may be limited in its response to anonymous reports and will not be able to respond to the reporter about responses taken. However, the information will be used to monitor Gender-based Violence affecting the College Community, including by contacting anyone named in the report where appropriate, and identifying potential improvements to safety.

(37) For all Formal Reports: If actions are required to manage the safety of any member of the College Community, the person making the Formal Report will be consulted, if their identity is known. Information may be shared with the University, the University Security Services, and external services such as NSW Police or NSW Department of Communities and Justice.

(38) Formal Reports made by members of the public will be assessed and addressed appropriately, with support and follow-up provided where possible, including information about College complaints and misconduct processes, including investigation processes.

(39) Reports concerning Students may lead to investigations.

(40) Reports concerning Staff, Volunteers or Contractors may lead to investigations.

(41) Where possible, Formal Reports must be finalised within 45 working days, including any disciplinary process.

Interim Measures

(42) Interim measures are temporary restrictions or requirements that may be imposed on any individual within the College Community for reasons of safety or to reduce the potential for harm in response to a Formal Report of Gender-based Violence.

(43) Interim measures may be put in place at any stage after a Formal Report is received, regardless of whether the report has been assessed or investigated.

(44) Interim measures do not imply or pre-empt any conclusion or outcome of a College or external investigation and are not a determination of responsibility.

(45) Interim measures may include restrictions or requirements relating to:

- a. who an individual can contact and how they can contact someone; and
- b. where and when they can go on the College site, e.g. access to specific parts of the buildings, facilities, or accommodation.

(46) Staff may request a review of interim measures from the Dean/s or College Principal.

Privacy and Use of Information

(47) The College is committed to respecting the privacy of all members of the College Community per relevant policies and applicable privacy laws. Subject to applicable laws, the College will treat all Disclosures and Formal Reports confidentially.

(48) Information from a Disclosure or Formal Report may be shared for a specific purpose if the person making the report has given their consent. Otherwise, the College will keep this information confidential, with some limitations as outlined in this section.

(49) The College has a duty to take reasonable steps to protect the safety of the College Community and may need to provide information to NSW Police and/or relevant government agencies, for example:

- a. when there is an immediate threat to someone's safety;
- b. in cases involving serious physical harm or ongoing risk; and
- c. where the person who has experienced Gender-based Violence lacks capacity.

(50) The College may be required to report information about a 'serious indictable offence' to Police, in accordance with section 316 of the Crimes Act 1900 (NSW).

(51) Mandatory reporting legislation may also affect confidentiality.

(52) The College prohibits the use of a Non-disclosure Agreement or Non-disparagement Clause in its response, management, and/or settlement of matters disclosed to it under this Policy, unless requested to do so by a Discloser, the terms of which will comply with the requirements of the Code.

(53) Information from Disclosures and Formal Reports will be used to monitor general trends relating to Gender-based Violence affecting the College Community and to report to the Leadership, and the Commonwealth Department of Education in accordance with any requirements under the Code. No information that could identify individuals will be included in reporting.

External Reporting

(54) Members of the College Community have the right to report, or not report, Gender-based Violence to external organisations such as NSW Police, the Australian Human Rights Commission, the Anti-

Discrimination Board of NSW, and the eSafety Commissioner. The College will support Students, Staff and Affiliates in understanding their rights in respect of reports made to external organisations.

(55) Reports to external organisations, including NSW Police, are not usually shared with the College. For the College to assess and respond to an incident, a Formal Report must be made to the College.

(56) If a report of Gender-based Violence is made to an external organisation such as NSW Police, a College response may need to be delayed. The College will seek to consult with NSW Police and the person making the report and may still implement interim measures.

Related College Policies and Codes of Conduct

Students

[Anti-Discrimination and Freedom from Bullying & Harassment Policy \(Students\)](#)

[Discrimination, Bullying & Harassment Complaints Practice](#)

[RMC Internet Usage Agreement](#)

[Whistleblower Protection Policy](#)

[Safety and Supervision Policy \(Conference Organisers involving minors\)](#)

College Staff (including paid Student Staff)

[Anti-Discrimination and Freedom from Bullying & Harassment Policy \(Staff & Contractors\)](#)

[Whistleblower Protection Policy](#)

[Employee Handbook](#)

[WHS Handbook](#)

Section 4 - Guidelines

(57) See Guidelines for Understanding the Gender-Based Violence Prevention and Response Policy.

Section 5 - Definitions

For the purpose of this Policy, the following definitions apply. See the Guidelines for a more comprehensive list of definitions relating to this Policy.

Affiliate	Contractors and volunteers working for the College.
Code	National Higher Education Code to Prevent and Respond to Gender-based Violence 2025
Discloser	A person who has shared information about their experience of Gender-based Violence.
Disclosure	The provision of information about a person's experience of Gender-based Violence to the College by the Discloser or another person.
Formal Report	The provision through formal reporting channels of information about their experience of Gender-based Violence by a Discloser to the College, which requires the College to consider taking steps beyond the offer and provision of support services, including (without limitation) the commencement of an investigation and/or a disciplinary process in appropriate circumstances
Gender-based Violence	Any form of physical or nonphysical 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.
Governing Body	The Directors of the College
Leadership	The Governing Body and the College Principal.
College Community	Students, Leadership, Staff, Volunteers and Contractors of the College
Non-disclosure Agreement	An agreement, including a deed of release or settlement agreement, that requires particular details to be kept confidential as part of reaching a settlement.
Non-disparagement Clause	A clause in an agreement that requires the parties not to say things about each other that are critical, dismissive or disrespectful.
Positive Duty	Refers to the positive obligation on employers to take reasonable and proportionate measures to eliminate Sexual Harassment in the workplace as further defined in the Sex Discrimination Act 1984 (Cth) and Work Health and Safety legislation.
Prevention and Response Plan	The plan prepared by the College and, where the context requires it, means any revised Prevention and Response Plan.
Respondent	A person whom it is alleged has engaged in conduct that amounts to Gender-based Violence.

Staff	Staff means a person employed by the College at the time that a Disclosure or Formal Report is received by the College, and includes continuing, fixed term, and casual Staff members.
Student	Student means a person who is resident at the College at the time that a Disclosure or Formal Report is received by the College.
Trauma-informed	An approach that applies the core principles of safety (physical, psychological and emotional), trust, choice, collaboration and empowerment. It should minimise the risk of re-traumatisation and promote recovery and healing to the greatest extent possible.
Victimisation	Refers to subjecting a person to unfair treatment or disadvantage because they have made, or are believed to have made, a complaint or raised concerns.
Vexatious Report	A report will be considered vexatious or malicious if: • it concerns matters which have been previously dealt with; • it makes false, inflammatory, irrational or unjustified statements as the basis of the complaint; • it constitutes a demand that the College undertakes its processes in a manner directed by the complainant; • it is one of multiple complaints raising the same or substantially the same issue; and/or • it is rude, threatening or intimidating.

Section 6 - Related Legislation

Commonwealth and State Legislation	Universities Accord (National Higher Education Code)
	Sex Discrimination Act 1984 (Cth)
	Work Health and Safety Act 2011 (NSW)
	Crimes Act 1900 (NSW)
	Criminal Code Act 1995 (Cth)
	Anti-Discrimination Act 1977 (NSW)
	Fair Work Act 2009 (Cth)
	Privacy and Personal Information Protection Act
	Higher Education Support Act 2003 (Cth)
	Privacy Act 1988 (Cth)

Status and Details

Status	Approved
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Approval Date	19 December 2025
Responsible Executive	Peter Davis
Responsible Officer	Alex Mok
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