

2024-2025 Action Plan for the Prevention of Sexual Harm at Swinburne University of Technology

Commencement date: October 2024

Focus area 1: Governance, policy and reporting

Action No.	Action	Description	Responsibility	Timeline
1.1	Sexual Harm Prevention and Response Policy	Finalise and implement the Sexual Harm Prevention and Response Policy which will outline the University's commitment to preventing sexual harm and providing a safe environment for students and staff.	DVC EEE, P&C	1 month
1.2	Sexual Harm Response Procedure	Finalise and implement the Sexual Harm Response Procedure, which will provide a clear, trauma-informed process for reporting and responding to incidents of sexual harm for staff and students.	DVC EEE, P&C	1 month
1.3	Policy and Procedure Update	Review and update all relevant policies and procedures to ensure they are trauma-informed, inclusive, and aligned with best practices.	DVC EEE, P&C, SC	3 months
1.4	Establish a Working Group	Form a dedicated working group consisting of key stakeholders (staff, students, experts) to develop, monitor, evaluate, and revise the University's action plan. The working group will ensure actions remain relevant, and progress is regularly reviewed.	DVC EEE, P&C	3 months
1.5	Self-Assessment	Conduct a self-assessment with working group using Our Watch's framework of the University's current policies, procedures, and governance to identify gaps and areas for improvement.	P&C, SC	3 months
1.6	Gap Analysis	Perform a gap analysis to compare current efforts against national standards, such as those outlined in the National Code, Action Plan and Positive Duty legislation.	P&C, SC	6 months
1.7	Develop Improved Plan	Create an Improved Action Plan to address identified gaps, setting clear objectives and timelines for improving the University's response to sexual harm and gender-based violence.	P&C, SC	12 months
1.8	Regular Re-Assessments	Schedule regular self-assessments (e.g., every 2 years) to ensure that the university's approach remains aligned with evolving best practices and legislation.	DVC EEE, P&C	Ongoing

Focus area 2: Awareness, communication and engagement

Action No.	Action	Description	Responsibility	Timeline
2.1	Communication Plan	Develop and implement a communication strategy to raise awareness of policies, reporting mechanisms, and support services. Ensure all communications are trauma-informed and accessible.	Comms	3-6 months
2.2	Stakeholder Engagement	Involve students, staff, and key stakeholders in the design of prevention and response initiatives. Regular consultations to gather feedback and ensure relevance.	SC, P&C	12 months, ongoing
2.3	Awareness Campaigns	Run ongoing awareness campaigns (e.g., Respect at Uni week, Respect and Equality at TAFE week) to inform the community about sexual harm prevention, support services, and mandatory compliance courses (e.g., Talking About Consent course).	SC, P&C	6-12 months
2.4	Evaluate Communication Efforts	Conduct evaluations to assess the effectiveness of communication strategies and continuously improve based on feedback.	Comms, SC, P&C	6-12 months, ongoing

Focus area 3: Prevention and education

Action No.	Action	Description	Responsibility	Timeline
3.1	Mandatory Consent training	Transition the "Talking About Consent" online course to a mandatory compliance course for all students.	DVC EEE	6 months
3.2	Mandatory Training for student leaders	Roll out mandatory training for student leaders on respectful relationships, consent, and bystander intervention.	SC	6-12 months
3.3	Mandatory Training for staff	Roll out mandatory training for staff on respectful relationships, responding to disclosures, and bystander intervention.	P&C, SC	6-12 months
3.4	Targeted Programs	Develop specialised prevention programs for student groups with specific needs, such as residents, international students, students with disability, LGBT+ students, First Nations students, trades and apprentices, and children (under 18s).	SC	12 months
3.5	Self-Assessment of Training Programs for students	Evaluate the effectiveness of training and educational programs through feedback and self-assessment processes to ensure they meet the needs of the student body.	SC	6-12 months, ongoing
3.6	Self-Assessment of Training Programs for staff	Evaluate the effectiveness of training and educational programs through feedback and self-assessment processes to ensure they meet the needs of staff.	P&C	6-12 months, ongoing

Focus area 4: Support services and campus safety

Action No.	Action	Description	Responsibility	Timeline
4.1	Expand Student Support Services	Review resourcing for support services responsible for preventing and responding to sexual harm and gender-based violence concerns for students.	DVC EEE	12 months
4.2	Expand Staff Support Services	Review resourcing for support services responsible for preventing and responding to sexual harm and gender-based violence concerns for staff.	P&C	12 months
4.3	Physical Safe Spaces	Establish physical safe spaces on campus and promote the use of duress points and enhanced campus lighting for student safety.	Facilities	12 months
4.4	Evaluate Services	Conduct regular reviews to assess the adequacy of services, such as the availability of nighttime transportation options like the night bus.	Facilities	12 months

Focus area 5: Data transparency and continuous improvement

Action No.	Action	Description	Responsibility	Timeline
5.1	Annual Reporting	Establish an annual reporting mechanism on the prevalence of gender-based violence and the effectiveness of prevention initiatives for both students and staff.	DVC EEE, P&C	12 months
5.2	Public Transparency	Regularly publish data and updates on the University's progress in preventing and responding to sexual harm, in line with government standards.	SC, P&C	12 months
5.3	Self-Assessment of Data Transparency	Regularly assess the transparency and quality of the data being reported and the University's progress in closing identified gaps.	Risk and Audit	12 months, Ongoing
5.4	Pulse-Check Surveys for Students	Introduce pulse-check surveys for students to assess awareness and engagement with gender-based violence initiatives.	Education and Quality	12 months
5.5	Pulse-Check Surveys for Staff	Integrate questions in staff engagement surveys to assess awareness and engagement with gender-based violence initiatives.	P&C	12 months

Approved by: Deputy Vice Chancellor of Education, Experience and Employability

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