



STUDENT SUPPORT AND WELLBEING



Becky Pothecary

07739 983703

Nurse Health Adviser
studenthealth@chi.ac.uk

Denise Wild

07739 983703

Nurse Health Adviser
studenthealth@chi.ac.uk



Sue Horne

07500 010796

Senior Student Wellbeing Adviser
AdviseU@chi.ac.uk



Dear Student,

You have been given this guide by a member of University staff who is supporting you because you have been involved in an alleged sexual assault. We understand that this is an extremely difficult time for you and we would like to help you through this.

We are part of the University Student Support and Wellbeing team and we can offer you a confidential service, which is non-judgemental, supportive, and gives you access to specialist assistance and medical resources. Students describe us as very approachable and understanding.

As a first step, we would like to encourage you to make an appointment with one of us through the SIZ or drop in to one of the Health Centres at either BOC or BRC, for support and advice.

We will be happy to talk things through with you at your pace. You can also give us a call on the numbers or email us (details on previous page) if you prefer.

If you choose to, we can help you through the process of reporting a crime, or advise you on any concerns regarding pregnancy and screening for sexually transmitted infections (STIs). Whatever is worrying you please let us know as we are here to help you.

We can support you ourselves or we can refer you to a counselling service specifically for individuals who have been sexually assaulted. There are lots of other resources available online, which are listed in the following pages. The University also has an in-house counselling service you can contact direct at:

UTalk@chi.ac.uk

The information included here is offered to help you understand how we can support you and the options and choices open to you.

If you would prefer to speak to a male member of staff, Graham Francis, Mental Health Adviser, can be contacted on 01243 816402 UinMind@chi.ac.uk or Dave Corcoran, Director of Student Support and Transition can be contacted on 01243 816459 d.corcoran@chi.ac.uk.

Please give us a call, text or email. We're here to help you through this.

Best wishes,

***Becky, Denise and Sue,
Student Support and Wellbeing***

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1. Looking after yourself:

Keeping yourself safe after an assault is your first priority - so if you have not yet asked for help you may feel confused about what to do next.

Your initial priorities are to:

- **Get to a safe place and seek emotional support** from someone you trust. This can be a friend, member of staff or University Security. Please call 999 if you feel unsafe, or you are injured.
- **Seek medical attention** - you can go to A&E 24/7 with a friend or a member of staff.
- **Preserve evidence** - keep clothing that you were wearing, unwashed, in a plastic bag. Keep anything that may have been touched by the person who assaulted you, such as cigarette ends, drinks bottles/glasses/bedding/contraceptives.
- **Get professional help** - see your GP and make an appointment with someone in Student Support and Wellbeing. There is no pressure to call the Police and staff will support you with the choices you make.
- **Consider reporting the assault to the Police** - if you decide to do so, then we can help you with this.

2. What next?

If you are on campus and have not reported the incident to the Police, consider contacting the University emergency number on 01243 816363 or, during office hours, a member of Student Support and Wellbeing staff can assist you. (See contact numbers list on page 16 for details).

3. Guidance and who to talk to

To help you consider your choices we suggest you take a look at the 'My Decision' web page at:

<http://www.mydecision.co.uk>

This is a step-by-step guide to Rape and Sexual Assault provided by New Scotland Yard. It will help you explore your options online and provides contact information and guidance on how to preserve evidence **[be aware that the sexual assault referral centre for West Sussex is the Saturn Centre in Crawley, not The Havens]**

It may be useful to use the 'My Decision' link with your supporting staff member / friend to explore your options.

Consider talking to a member of staff such as one of our Nurse Health Advisers or the Student Adviser (see next page for contact details).

They will:

- Listen and provide confidential support without being judgemental.
- Ask what YOU want to do and allow YOU to make the decisions and will not pressure you.
- Provide you with information.
- Assist you to seek the medical help you may need:
 - you may have internal injuries
 - you may need to consider STIs
 - you may want emergency contraception
 - you may want to consider forensic evidence.

No matter how long ago the incident happened you can always seek confidential help from us in person or by text, phone or email:

- Nurse Health Advisers **07739 983703**
(Studenthealth@chi.ac.uk)
- Student Wellbeing Adviser **07500 010796**
(AdviseU@chi.ac.uk)
- Mental Health Adviser..... **07739 983704**
(UinMind@chi.ac.uk)
- Student Counselling Service **01243 816042**
(UTalk@chi.ac.uk)

You can also get help and guidance from your GP, the Saturn Centre, Lifecentre, The Samaritans, Rape Crisis and Victim Support (contact details on page 18).

The Survivors Trust provides information on local sexual assault centres and support no matter where you are in the country:

<http://thesurvivorstrust.org/information-for-survivors/>

Please do not feel you have to cope on your own. We are here to help you.

4. What happens if I wish to make a report to the Police?

What does reporting to the Police entail?

- The Police are trained to use tact and sensitivity and a specially trained officer will visit you; so you do not have to go to a Police Station.
- If you agree, the Police will arrange for you to have a medical examination at the Saturn Centre where you will get professional emotional support as well as treatment for any injuries, emergency contraception if needed, and they will gather any evidence that may help the investigation.
- You may be asked to give them items of clothing that you were wearing when you were attacked for evidence purposes. You should take a change of clothes with you, or bring the clothes you were wearing with you in a bag, unwashed. If the attack was physically violent the Police forensic team may also wish to visit the scene to collect more evidence.
- If you are too traumatised after the assault you may arrange another time for a statement to be made. An interpreter can be present if needed.

- The Police will explain their procedures to you and give you advice and information about the next stages including any court process.
- We can support you through this if you would like a member of staff to go with you.

How to report a crime

- Contact the Police: if an emergency dial 999, for non-emergencies dial 101.
- Staff at the University will call the Police for you at your request; or you can phone the University emergency line on 01243 816363 any time 24/7.
- Report the crime anonymously at Crimestoppers UK 0800 555111.
- If you go to A&E or The Saturn Centre, staff there can support and advise you on reporting to the Police.
- You can report the offence anonymously to the Police by means of **Third Party Reporting**. Ask one of the Nurse Health Advisers 07739 983703 or Student Wellbeing Advisers 07500 010796 for help, or contact the Lifecentre on 01243 786349.

If you have reported a sexual offence you have the right to withdraw the complaint at any time.

What is third party reporting?

If you don't wish to speak to the Police, an anonymous form can be completed by yourself or a member of staff on your behalf and sent to Sussex Police. This will then give Sussex Police an accurate picture of what is happening and can also be used to identify trends, patterns and risks. Sussex Police might go back to the third party who made the report if they have more information as a result of their report (such as other reported offences of a similar nature / description) but Sussex Police will not approach the student without the explicit consent of the University or the person making the report.

FAQs

If I make a report to the Police then who needs to know?

You have the right to choose who you tell. You may consider talking to a trusted friend or family member in confidence. The Student Support and Wellbeing staff, the Students' Union staff, or support organisations are also here to help you.

Talking it through with someone allows you to be supported. It could also protect others from being assaulted by the same person.

What if the incident happened outside Sussex?

The case will be investigated by the Police local to the area in which the incident took place. However you will still receive support and assistance from any of the University services should you so wish.

Will my parents or family be called?

No - not without your permission, unless you are under 18 years of age. In the case of a life-threatening emergency, the hospital may call your closest relative.

Do I have to go to court?

No, only if you want to press charges through the Police. You don't have to make that decision right away. For more information ask Student Support and Wellbeing staff or other key University or Students' Union staff (contact details on page 16).

Will the person know if I talk to the Police?

The person involved will only need to be informed should you decide to press charges against them.

5. Attending a Sexual Assault Referral Centre

If you do not wish to go to the Police or are uncertain about reporting the crime you can consider attending a Sexual Assault Referral Centre.

Sexual Assault Referral Centres provide a range of services to anyone who has been raped or sexually assaulted. **Please note you must phone first so they can arrange to have the right staff available for you.**

The Sexual Assault Referral Centre for Sussex is

The Saturn Centre in Crawley:

www.saturncentre.org Tel: 01293 600469

Mon to Fri, 9am to 5pm (phone before attending)

Remember: The University can arrange transport and an escort to take you to the Saturn Centre if you ask us to.

The Saturn Centre provides a supportive environment to help you, which includes specially trained doctors; they can also direct you to other support services.

They will ask for your consent to:

- Check for physical injuries and offer advice and support on issues such as possible sexually transmitted diseases or pregnancy concerns.

- Explain the various options that may be available to help you make the right decision for your situation.
- If it is your choice, refer you to the Police.
- Collect and store forensic evidence, even if you are unable to make a decision about reporting to the Police.
- Provide emotional and practical support and attend meetings with you if you wish.
- Help you get the best service according to your needs and assist with accessing these services, whether or not you want to take legal action.
- If you have experienced sexual violence either recently or in the past, they can link you to counselling services when and if you feel ready.
- Attend pre-trial visits and court hearings with you.

There is another local Sexual Assault Referral Centre in Cosham, Portsmouth, the Treetops Centre, to which you may self-refer (details on page 18).

However, as the University is based in Sussex we have access to the Saturn Centre.

6. What if I don't wish to report the incident – who will help me?

If you do not want to report the matter to the Police, or attend a sexual assault referral centre, or speak further to someone at University, but need someone to talk to or have concerns about your health then:

Hospitals and GPs will see you on a confidential basis and will not report the assault to the Police unless you request this.

If you prefer not to see your GP, then there are clinics which offer free and confidential advice (eg for pregnancy testing and STIs). They are:

- Chichester Sexual Health Clinic at St Richard's Hospital 01243 831607
- Bognor Regis War Memorial Hospital: 01243 865418

The University can arrange transport and an escort to take you to any of these.

You can also get helpful advice from The Survivors Trust: thesurvivorstrust.org

7. How can I be kept safe from the person who assaulted me?

- If the alleged assailant is charged and arrested they will only be released under bail conditions, which would mean they cannot make contact with you in any way.
- If the alleged assailant is a student at the University and the Police have not issued bail conditions because the incident has not been reported to them, then the University can implement measures to prevent contact, using the harassment and sexual assault policies. Please ask a member of staff for a copy if you would like to see these.
- A member of staff involved in supporting you will be able to guide you through that process.

8. What if I have pregnancy, STI/HIV or injury concerns?

It is important that these concerns are discussed with a Medical Professional, as soon as possible. The Saturn Centre, your GP or Accident and Emergency can provide you with treatment and advice. The Nurse Health Adviser on campus can explain how to access these (contact details on page 16).

You can also contact the Chichester Sexual Health Clinic at St. Richard's Hospital and make a confidential appointment for screening, support and tests. Contact details on page 18.

9. Who can I talk to confidentially, as I don't want to upset my friends or family?

The University has a confidential counselling service and you can contact them direct by email at: UTalk@chi.ac.uk, or we can refer you to the Life Centre, a specialist charity (<http://lifecentre.uk.com>). You can also talk to the Nurse Health Advisers, Becky Potheary and Denise Wild, or Sue Horne the Student Adviser. Dave Corcoran, Head of Student Support and Wellbeing is also available should you wish to speak to him. (Contact details on page 16).

10. Your thoughts and feelings

You may experience a range of feelings and thoughts about what has happened to you. It could affect your eating and sleeping patterns, and sometimes people have what is called a 'flashback'. (See <http://www.recoveryourlife.com/index.php?categoryid=140> for a free fact sheet)

You could feel angry, anxious, ashamed, low, guilty or tearful afterwards. But everyone's experience is different and you will react in your own way.

- Some people feel like they just want to forget about it all and act as if it never happened, whilst others feel numb, in shock and disbelief and emotionally detached.
- Sometimes people feel like harming themselves or have suicidal thoughts. If this is you, then please call the Samaritans or talk to someone you can trust as soon as possible. You can call the Samaritans anytime on: **116 123** (FREE to call) <http://www.samaritans.org/>
- Please remember that rape and sexual abuse can happen to anyone no matter what their age, gender, race, religion, culture or social status. The blame lies with the person who did this to you,

without your consent, and not with you. There's no excuse for rape or sexual abuse.

- Talking things through with someone you trust can really help. We are here to listen support and help, when you feel ready.
- You may find The Survivors Trust website helpful: thesurvivorstrust.org

APPENDIX

Useful Contacts

St Richard's Accident and Emergency and Police

- St Richard's Hospital **01243 788122**
- Ambulance - Emergency..... **999**
Non-Emergency (NHS 111)..... **111**
- Police - Emergency **999**
Non-Emergency **101**

(The Police have 24 hour access to sexual assault referral centres)

University first points of contact

Office Hours (09.00 – 17.00)

- **Nurse Health Advisers**

Becky Potheary and Denise Wild

studenthealth@chi.ac.uk **01243 816111**
..... **07739 983703**

- **AdviseU - Student Wellbeing Adviser Team**

AdviseU@chi.ac.uk..... **01243 816238**
..... **07500 010796**

- **UinMind Mental Health Advice Service**

UinMind@chi.ac.uk **01243 816402**

- **Head of Student Wellbeing and Clinical Lead**

Esther Hunt..... **UTalk@chi.ac.uk**

- **International Student Advisory Service**
Päivi Leivo and Jane Smith
international@chi.ac.uk..... **01243 812146**
- **Students' Union Welfare Officer**
.....suwelfare@chi.ac.uk

University contacts out of hours

- **University Emergency Phone Number**
(available 24/7) **01243 816363**
- **University Duty Manager (17.00 – 04.00)**
..... **07974 829935**
- **Staff Warden (20.00 - 00.30)**
..... **BOC 01243 793477**
..... **BRC 01243 793488**
- **Caretakers (to midnight) 01243 816147**

Non-University points of contact

- Saturn Centre - Crawley (Mon-Sat 9am-5pm)
phone to make an appointment first..... **01293 600469**
- Treetops Centre - Cosham (Mon-Sun 8am-6pm)
phone to make an appointment first..... **023 9221 0352**
- Lifecentre Chichester **01243 786349**
- NHS 111 **111**
- Chichester Sexual Health Clinic
St Richards Hospital, Chichester **01243 831607**
- Cathedral Medical Practice, Chichester
..... **01234 813450**
- Lavant Road Surgery, Chichester **01243 527264**
- Bersted Green Surgery, Bognor Regis. **01243 821392**
- Bognor Regis War Memorial Hospital. **01243 865418**
- Rape Crisis **0115 900 3560**
- Samaritans (FREE 24hr helpline) **116 123**
- The Survivors Trust thesurvivorstrust.org
- Victim Support **0845 30 30 900**
- National Domestic Violence Helpline
(24 hour freephone) **0808 2000 247**
www.nationaldomesticviolencehelpline.org.uk/

Notes

University staff contact

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Police contact

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Police log number (if applicable)

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Action Plan

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Supporting documents (eg info from Police / copy third party report / self help leaflets)

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Staff Checklist:

- Incident report (be aware of confidentiality).
- Discuss third party report form if appropriate.
- Consent form.
- Information leaflets (Saturn Centre, Lifecentre).
- Encourage booking of appointment with Nurse Health Advisers or Student Wellbeing Adviser (contact details on page 16) within 24 hours, appointments bookable via SIZ.
- Offer timed phone call from Nurse Health Adviser or Student Wellbeing Adviser for the following or same day as appropriate.
- Confirm contact details.
- Ensure the student is returning to a place of safety with escort by taxi if necessary.

This booklet was given to you by:

Staff name and role:

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.....

University contact number:.....

Date:

If you have any feedback on this information guide or you would like more copies then please email Vanessa Church, SSW Administrator at: v.church@chi.ac.uk.

