

Support and Guidance for those affected by Sexual Misconduct or Domestic Abuse



UNIVERSITY OF
CHICHESTER

Student Support and Wellbeing



Vito Mastrolonardo

01243 816257

Director of Students, Support
and Information Services

V.Mastrolonardo@chi.ac.uk



Becky Potheary

07739 983703

Sexual Violence and Misconduct
Liaison Officer (SVMLO)
Lead Nurse Health Adviser

studenthealth@chi.ac.uk

Student Health Service

07739 983703 - studenthealth@chi.ac.uk

Wellbeing Service

wellbeing@chi.ac.uk - <https://wellbeing.chi.ac.uk/>

Privacy statement:

How will the information I give be shared and stored?

The information you share with the SVMLO, Nurse Health Adviser (NHA) or other member of university staff will be securely stored and is kept confidential between the SVMLO / NHA team and safeguarding lead.

If the information needs to be shared more widely, this will only be relevant information and will be discussed with you. For instance, making the SU or Accommodation management aware so they can manage contact between students.

It is important to note that if the person you are disclosing to believes that you or someone else is at risk of harm, they may need to report that information to university safeguarding and/or the Police. In these cases, the SVMLO will talk to you first and let you know so you can choose how much you want to be involved in the process.

If you decide to report formally to the university and request an investigation because the other person involved is a student, the university will require your consent to speak to the other student.

If you decide to report the incident to the Police it is very likely that the person you report will be informed of the allegation and you will be asked to provide information as part of that official investigation. The SVMLO can explain this process to you, and they will support you throughout.

The Police may formally request information recorded by the university/SVMLO which may be used as evidence. We will only share relevant data in accordance with university policies. (www.chi.ac.uk/about-us/policies-and-statements/academic-and-student-support/) and data protection legislation (www.chi.ac.uk/about-us/policies-and-statements/data-protection/). You will be informed if that request is made.

The personal information we process about you in this context will only be retained for as long as is necessary to support you and to meet any statutory obligations, after which time it will be securely deleted.

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The aim of this guide

This guide aims to offer support, guidance and signposting to those who may have experienced Sexual Assault or/ and Domestic Abuse, whether recent, non recent or ongoing. We encourage users to explore the following links: [WSCC](#), [Sussex Police](#), [Worth Services](#). and to seek the support of an experienced member of university staff who can help navigate the choices available.

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 and support you to access external services, if you wish.
- Assist you to seek the medical help. You may need advice about your sexual health and STIs, pregnancy or collection of forensic evidence.

Emergency support.

We strongly advise that an assault which has just happened or impacts on your safety is reported to the Police (by dialling 999).

If you have a hearing or speech impairment, use the textphone service 18000 or you can text on 999 if you've pre-registered with the [emergency SMS service](#).

You can call the university 24/7 emergency number at any time: 01243 816363. A member of the Student Support Services team can then be contacted for advice to support you.

Accommodation 24/7 phone numbers for halls are:

- BOC 01243 793477 BRC 01243 793488
- Stockbridge 01243 533356 / 07824 349543
- Fishbourne 01243 790279 / 07791 692966
- Westgate 01243 812931 / 07795 257068
- Villa Maria, High Street – 01243 793488
- Millfield Close, Lewis Road, Spittalfield Lane, Adelaide Road – 01243 793477

University support during office hours

Whether abuse was recent or non recent you can seek confidential help by text, phone or email, and arrange to meet in person or online.

Nurse Health Advisers: Studenthealth@chi.ac.uk

Sexual Violence and Misconduct Liaison Officer (SVMLO), Becky Potheary: 07739 983703

Studenthealth@chi.ac.uk

Wellbeing Team: wellbeing@chi.ac.uk

Vito Mastrolonardo, Director of Students, Support and Information Services,

01243 816257: V.Mastrolonardo@chi.ac.uk

The Role of the SVMLO

Becky Potheary is a registered Nurse and the University Sexual Violence and Misconduct Liaison Officer (SVMLO). She is trained in taking disclosures of recent and non-recent abuse and provide appropriate support and signposting. You can share as much or as little as you feel able to and do so in your own time. You will be listened to without judgement. She can discuss with you your options to report the abuse and the support available.

The SVMLO will be guided by you and will ask you what you would like to happen next. They can then discuss all options with you from reporting to the Police, the university or even choosing not to report to anyone. They can also talk to you about the range of internal and external support that is available.

Looking after yourself

Keeping yourself safe after an assault is your first priority:

Get to a safe place

- **Call 999 (see page 2) and ask for the Police if you feel unsafe.**
- Call University Security. **01243 816363.**
- Make a safety plan. [Further information here.](#)

Seek medical attention -

- For injuries that may need emergency treatment, call an Ambulance on 999, or attend Accident and Emergency (A&E).
- The Sexual Assault Referral Centre [SARC] can support you for non-emergency medical concerns related to sexual assault. [The Saturn Centre](#) is the local Sexual Assault Referral Centre (SARC) for Chichester.
- For concerns about STIs, HIV or pregnancy contact a medical professional as soon as possible. The Saturn Centre, or [Sexual Health West Sussex - Sexual Health Services West Sussex](#) can provide you with advice, and ensure you get any necessary treatment.
- Injuries post Domestic abuse, should be treated at Accident and Emergency or by your GP.
- The University SVMLO/ NHA can support you to access the above services

Seek Emotional support

You may experience a range of feelings and thoughts about what has happened to you. It could affect your eating and sleeping patterns, sometimes people have what is called a 'flashback'. There is a free fact sheet on the same help page as this booklet: <https://help.chi.ac.uk/help-and-support-after-sexual-assault>

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 free anytime on: **116 123** or see their website

- www.samaritans.org
- [Mental health support link](#)
- [Help for Suicidal thoughts](#)

Please speak to someone you trust at the University if you are concerned about your mental health. They will be able to support you to get the help and guidance you need.

Preserving Forensic 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.

See link below for more information:

[Forensic evidence in rape and sexual assault](#)

- **Forensic Self testing kits** are not advocated by the University or external statutory services as they may not be admissible in the court process and they do not safeguard the vulnerable. Please speak to the SVMLO if you would like more information.

Reporting to the Police.

In an emergency dial 999, .

The SVMLO can help you explore reporting options.

University staff will not report to the Police without your consent unless there is a risk to yourself or others

- [Report rape, sexual assault and other sexual offences](#)
- [Reporting domestic abuse](#)
- [Sussex Police Domestic Abuse information.](#)

Reporting Anonymously

An 'Anonymous report' or online report can be made on the Sussex Police web page . **BE AWARE** that information you give anonymously may identify you and that the Police may contact the named perpetrator even if the report is anonymous.

You can also [report anonymously to the University](#). Please note that anonymous reports may limit what actions the university can take.

- [Crimestoppers Anonymous reporting](#)

Useful Advice on reporting from Sussex Police.

Sussex Police have put together some helpful webpages. There is lots of information and useful links to other services. It's worth exploring even if you don't want to report to the Police.

[Rape, sexual assault and other sexual offences](#)

[Help if you're not sure whether to report rape or sexual assault](#)

Attending a Sexual Assault Referral Centre for recent sexual assault

Whatever your gender, we recommend that you attend a Sexual Assault Referral Centre [SARC] even if you do not wish to go to the Police or are uncertain about reporting the crime.

[Click this link to find your nearest SARC](#)

For Chichester the SARC is the Saturn Centre Crawley. www.saturncentre.org Tel: 01293 600469

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

How to get to Crawley ?

- If you have reported to the Police, they will arrange for you to attend the Saturn Centre and offer to escort you there.
- If you wish to attend the Saturn Centre independently **you must phone them first** so they can arrange to have the right staff available to support you. The SVMLO is able to support with this.

- The SARC may not be able to see you immediately if it is late at night, but a nurse will be able to speak to you and offer you advice. They can be contacted by phone 24 hrs.
- If required, the university can arrange transport and support you to attend the Saturn Centre.

Staff at the Centre will ask for your consent to:

- Check for physical injuries and offer advice and support on issues such as possible sexually transmitted infections or pregnancy concerns.
- Explain the various options that may be available to help you make the right decision for your situation.
- Collect and store forensic evidence, even if you are unable to make a decision about reporting to the Police.
- Help you get the best service according to your needs and assist with accessing these services, whether or not you want to report to the Police.
- Provide emotional and practical support and attend meetings with you if you wish.

Support for Men.

The National Male Survivor Helpline is a confidential helpline for male victims of sexual violence and abuse. They also provide emotional support via telephone, SMS (text), live chat and email.

Phone: 0808 800 5005

Email: support@safeline.org.uk

Text: 07860 065187

Please access their live chat service via their website at www.safeline.org.uk/contact-us/

More information, including opening hours, can be found on www.safeline.org.uk

Information including opening hours for the National Male Rape and Sexual Abuse online helpline can be found at www.survivorsuk.org or by contacting:

Email: help@survivorsuk.org

SMS: 020 3322 1860

WhatsApp: 07491 816064

Support directory for Men

Please speak to someone you trust at the University, they will be able to support you to get the specialist help and guidance you need.

What is Clare's Law?

The Domestic Violence Disclosure Scheme (DVDS) or Clare's Law is a way to find out if your partner has a history of domestic abuse that the police are aware of. To request information under Clare's Law you can [make a DVDS application](#).

Request information for yourself. You can make an application about your current or ex-partner if you are worried they may have an abusive past or you believe they may pose a risk to you in the future.

Request information for someone you know. You can request information about the current or ex-partner of someone you know - a family member, a neighbour and so on - because you are concerned that they might be at risk of domestic abuse in the future.

Receive information. You also have the 'right to know'. The police may decide to share information with you about a current or former partner who has been abusive or violent in the past if they believe you are at risk.

Stalking and Harassment?

Stalking and harassment is when someone repeatedly behaves in a way that makes you feel scared, distressed or threatened. If this unwanted behaviour happens two times or more, it may be a crime and you can [report it to the Police](#).

Stalking and harassment are offences under the [Protection from Harassment Act 1997](#). They're crimes we take very seriously and we're here for you if this is something you're experiencing.

Stalking and harassment are very similar offences. Don't worry if you're not sure whether you're being stalked or harassed - tell us what's been happening and we'll be able to explain if an offence may have been committed.

[Alice Ruggles Trust Stalking awareness video](#)

Please speak to someone you trust at the University if you are concerned about stalking or harassment. They will be able to support you to get the help and guidance you need.

What is a Non-Molestation Order or Protective Order?

A non-molestation order is a court injunction designed to protect someone from domestic abuse, harassment, or harm by prohibiting the respondent from molesting them or their children.

It can forbid threats, violence, harassment and contact. It typically requires the applicant to be an "associated person" with the respondent.

The application is made through the [GOV.UK website](#) and no court fees are charged

This link above also contains advice and information.

[Protective Orders - Sussex Police.](#)

Speak to someone you trust at the University if you would like support with this or have a non-molestation order in place. They will be able to support you to get the help and guidance you need.

Honour Based Abuse

This is a form of Domestic Abuse which is motivated by the abuser's perception that a person has brought or may bring 'dishonour' or 'shame' to themselves, their family or the community. It can take many forms, and can be complex to identify, but centres around the idea of controlling individuals to make them behave in certain ways or subscribe to certain beliefs.

Karma Nirvana are a specialist charity for victims and survivors of Honour Based Abuse and they have produced guidance accessible via the links below.

[Get help for myself](#)

[I'm worried about some one else](#)

Please speak to someone you trust at the University, if you are concerned about Honor based abuse. They will be able to support you to get the specialist help and guidance you need.

FAQs

If I make a report to the Police, 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. Student Support Services, the Students' Union or other 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.

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?

If you report a crime to the police and agree to support an investigation, the police will arrange for you to record a video statement which will be used in court, if the case reaches that stage. This means you do not need to give evidence in court, if it reaches that stage. [Going to court link](#)

Will the person know if I talk to the Police?

It is likely that the person will be contacted by the Police if you report a crime and disclose their name **or if they are considered a risk to you, themselves or others**. There are Victim Care Coordinators who can also support you in person if you have concerns related to reporting. Speak to the SVMLO about this option.

What if my academic work is affected by what has happened?

The SVMLO can support you by liaising with your academic area and by providing evidence if required for Mitigation: [UoC Mitigating circumstances](#). If you are being triggered by certain subjects or activities we can also help manage this.

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

If the alleged perpetrator is charged they will be given firm instructions by the Police which would mean they cannot make contact with you in any way. If the alleged perpetrator is a student at the university, then the university can implement measures to manage contact between you following its [Policy on Sexual Misconduct & Harassment](#).

University related policies: <https://www.chi.ac.uk/about-us/policies-and-statements/sexual-misconduct-harassment-consensual-relationships/>

Safeguarding and Prevent Policy: <https://www.chi.ac.uk/about-us/policies-and-statements/academic-and-student-support/>

Key External Contacts

- **Police - Emergency** 999
Non-Emergency 101
- **Ambulance - Emergency** 999
Non-Emergency (NHS 111) 111
- **Saturn Centre (Sexual Assault Referral Centre).**
Phone to make an appointment first 01293 600469
www.saturncentre.org
- [Chichester Sexual Health Clinic](#)
[St Richards Hospital](#)
- **Cathedral Medical Group, Chichester**
www.cathedralmedicalgroup.nhs.uk 01234 813450
- **Lavant Road Surgery, Chichester**
www.lavantsurgery.co.uk..... 01243 527264
- **Maywood Healthcare Centre, Bognor Regis**
www.maywoodsurgery.com 01243 829141
- **National Domestic Violence Helpline**
(24 hour freephone) 0808 2000 247
www.nationaldomesticviolencehelpline.org.uk/
- **Pregnancy Options Centre** 01243 784177
free, non-directive help and support to women and
men facing unplanned pregnancy
<https://optionschichester.org.uk/>

External support links.

- [WSCC](#)
- [Sussex Police](#)
- [Worth Services](#)
- [Support directory: sexual violence and abuse](#)
- [Support directory for Men](#)
- [Support links LGBTQ+](#)
- [Support links Stalking and Harassment.](#)
- [Support Housing and Refuge](#)
- [Support links black and global majority](#)

Appendix:

Notes

University staff contact

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Police contact

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Police ref number (if applicable)

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Action Plan

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Supporting documents (e.g. info from Police /
copy third party report / self help leaflets)

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Staff Checklist:

- Safeguarding - is the student safe and/or are other students safe? If you have any doubts with safety, the Police and security will need to be informed. The student should be informed of the need for this.
- Privacy policy - the student should be made aware, before they disclose if possible, that any information they disclose may be requested by the Police as evidence at a later date.
- Discuss options for reporting including anonymous reporting if appropriate.
- Information leaflets (Saturn Centre, Survivors Network, Lifecentre).
- Ensure the student is aware of medical interventions and support that may be required (e.g. HIV and pregnancy, see page 13).
- Ensure student is made aware of forensic time sensitivity and preserving evidence, if appropriate.
- Encourage booking of appointment with SVMLO Nurse Health Advisers (contact details on page 17).
- Confirm student's contact details.

- Ensure the student is returning to a place of safety.
- Obtain verbal consent from student to share name and nature of incident appropriately. See below.
- Report the incident by email as soon as possible (taking into account consent to share). When detailing individuals, use initials / student number only. **Do not copy in others.** Email to Vito Mastrolonardo, V.Mastrolonardo@chi.ac.uk and SVMLO Studenthealth@chi.ac.uk.
- **Do not** discuss the incident inappropriately with others. **Do not** pass personal / special category information on to the police without the correct documentation or prior discussion with the Data Protection Office.
- If you feel you need to speak to someone because you need to reflect or feel traumatised inform your line manager or contact the SVMLO.
- See the Sexual Misconduct, Domestic Abuse, and Bullying & Harassment Involving Students Policy. This can be found here: <https://www.chi.ac.uk/about-us/policies-and-statements/sexual-misconduct-harassment-consensual-relationships/>.



This booklet is available to download from the University website in pdf form with links to all websites and email addresses.

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