

Report and Support

Harassment, Sexual Misconduct and Hate Crime Policy

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1 Introduction

- 1.1 Harassment, sexual violence, stalking, domestic violence, sexual misconduct, and hate crimes are serious and pervasive issues across all areas of society. These behaviours are rooted in power imbalances, inequality, and discrimination, and can have profound and lasting effects on those who experience them. Similarly, within higher education institutions, there are often complicit cultures that exist which have and continue to allow such abuses of power and/or trust to occur. At Goldsmiths, we recognise the urgent need to confront and dismantle such harmful cultures.
- 1.2 This policy aims to detail the University's position on these issues and seeks to provide information to staff, students and visitors to campus on how to report such issues and what to expect through associated procedures. This policy and its procedures are written in recognition that these forms of abuse can and do happen at Goldsmiths. It sets out how the University defines them, what is expected of its staff, students and visitors, and how the University will respond. This policy also helps address the requirements of the Office for Students' Condition of Registration E6: Harassment and sexual misconduct.
- 1.3 Goldsmiths has an overriding commitment and legal obligation to take all steps that are reasonably practicable to secure and promote free speech within the law and academic freedom, as set out in Goldsmiths' [Code of Practice on Freedom of Speech and Academic Freedom](#). Restrictions may legitimately be placed on speech where this is lawful, necessary and proportionate, in order for example to protect national security, prevent disorder or crime, or protect the rights and reputations of other people. However, people do not have the right not to be confronted with views they may find unsettling or even deeply offensive, particularly in the context of academic teaching or debate, unless the expression of such views amounts to unlawful speech. This Report and Support – Harassment, Sexual Misconduct and Hate Crime Policy should be read in conjunction with the Code of Practice on Freedom of Speech and Academic Freedom, which shall take precedence in the event of any conflict.
- 1.4 Goldsmiths has a duty of care to its community. In order to be the caring, close-knit community we strive for, it is vital to be clear about what behaviours and cultures are unacceptable, and what can be done if they are witnessed or experienced. Student, staff and visitor safety is paramount. Through this policy, the University will seek to safeguard all, especially those with care and support needs.

- 1.5 The University has a separate Personal Relationships Policy which covers relationships between staff and students.
- 1.6 At the heart of this policy is the principle of consent. Consent must be sought enthusiastically. Consent is defined legally as someone agreeing by choice and having the freedom and capacity to make that choice. Members of the University Community are expected to seek enthusiastic consent when interacting with others.

2 Definitions

- 2.1 Definitions – Terminology relating to People & Individuals:
- 2.2 **Staff member:** A person who is contractually employed by Goldsmiths, University of London. This includes temporary, visiting or third-party contracted staff.
- 2.3 **Student:** A person who is studying at Goldsmiths, University of London. Some students may also hold an employment contract with the University, such as PhD students and front-line staff.
- 2.4 **Visitor:** A person who is temporarily present within the campus or in spaces associated with the University but does not have an employment or study contract with the University. They may for example be visiting friends, attending events or using commercial facilities at the University.
- 2.5 **Reporting party:** For the purposes of this policy and the accompanying procedure, the person(s) who has been the subject of or has witnessed the alleged incident of sexual violence, sexual harassment, stalking, domestic violence and/or sexual misconduct.
- 2.6 **Responding party:** For the purposes of this policy and the accompanying procedure, the person(s) whose behaviour it is alleged amounted to an incident of sexual violence, sexual harassment, stalking, domestic violence and/or sexual misconduct.
- 2.7 **Witness:** A person(s) who has seen behaviour occur that amounts to an incident of sexual violence, sexual harassment, stalking, domestic violence and/or sexual misconduct.
- 2.8 **University Community:** Staff, Students and Visitors shall be referred to as the University Community.
- 2.9 Definitions – Terminology relating to Space & Culture:
- 2.10 **Work/Study environment:** Includes but is not limited to Goldsmiths campus spaces such as lecture theatres, offices, eateries, the Students' Union and the Library, all University and third-party provider student accommodation. This also includes locations attended as a result of activities organised by staff and students of Goldsmiths, University of London such as social activities, visits, fieldwork, exhibitions and placements.
- 2.11 **Complicit cultures:** Collective behaviours that contribute to an

environment of acceptance, misunderstanding or disbelief that sexual violence, sexual harassment, stalking, domestic violence and/or sexual misconduct are either taking place and/or require action. e.g. victim blaming, inaction due to fear that the institution will lose research funding, lessening of someone's experiences etc.

- 2.12 **Consent:** Consent, as defined by the Sexual Offences Act 2003, means agreeing to sexual activity by choice, and having both the freedom and capacity to make that choice. A person does not have the freedom to consent if they are subjected to threats, coercion, blackmail, manipulation, or fear of consequences—such as academic or professional repercussions. A person lacks the capacity to consent if they are intoxicated by drugs or alcohol, asleep or unconscious, or if a disability or mental health condition impairs their ability to understand the nature of the act or make an informed decision. Consent must be actively and clearly given and should be ongoing throughout any sexual activity. It can be withdrawn at any time and can never be implied by silence, assumed based on past relationships, or obtained through pressure, intimidation, or force. Respecting boundaries and seeking enthusiastic, informed, and unambiguous consent is essential for all members of the University community.
- 2.13 **Active Bystander:** An active bystander is someone who chooses to take safe and constructive action when they witness behaviour that is harmful, inappropriate, or in breach of community standards. Rather than remaining passive or disengaged, an active bystander may intervene directly, seek support, offer help to the person affected, or report the incident through appropriate channels. Bystander intervention can play a key role in preventing harassment, sexual violence, and hate crime, and in fostering a culture of accountability and care within the University.
- 2.14 **Intersectionality:** The experiences of sexual harm, harassment, and violence do not occur in isolation. They are often shaped and compounded by other forms of discrimination, such as racism, ableism, homophobia, transphobia, or classism. This policy must be understood and implemented through an intersectional lens, recognising how overlapping aspects of identity, such as race, gender identity, sexual orientation, disability, and socio-economic background, can influence both vulnerability to harm and access to support. The University is committed to applying this policy with awareness of marginalisation, structural inequality, and unconscious bias to ensure that all individuals are treated with fairness and dignity.
- 2.15 Definitions – Terminology relating to Forms of Harm:
- 2.16 **Sexual Violence:** Sexual violence refers to any unwanted sexual act or activity, encompassing a wide range of behaviours that exist on a continuum of harm. It includes, but is not limited to, rape, sexual assault, child sexual abuse, and sexual harassment. It also covers coercive or

manipulative behaviours such as gaslighting, as well as sexual violence within marriages or intimate relationships. Other forms include female genital mutilation (FGM), trafficking and sexual exploitation, forced marriage, so-called honour-based violence, and ritual abuse. These acts may be physical, psychological, or both, and can also occur as part of a broader pattern of domestic violence. Sexual violence is rooted in power and control, and its impacts can be long-lasting and deeply traumatic.

2.17 **Sexual Harassment:** Sexual harassment is any unwanted and unwelcome conduct, behaviour, or communication of a sexual nature that has the purpose or effect of creating an intimidating, hostile, degrading, humiliating, embarrassing, or offensive environment for the recipient. It represents a misuse of personal or institutional power and is often rooted in gender-based dynamics. A single incident or a pattern of repeated behaviour may amount to sexual harassment. It can be obvious or subtle, and its effects may not be immediately visible, often impacting not only the individual directly targeted but also those who witness or are affected by the behaviour. Examples include, but are not limited to: catcalling, tailing or following someone, unnecessary physical contact, sexual jokes or comments, unwelcome gifts, leering or wolf-whistling, derogatory remarks, intrusive questions about someone's sex life or sexuality, unwelcome flirtation or sexual propositions, and the display or sharing of sexually explicit materials that cause discomfort. Sexual harassment is not limited to in-person interactions; it can also occur via digital or written communication, such as through emails, text messages, social media, or the sharing of explicit images without consent (including forms of image-based abuse such as revenge porn or upskirting).

In deciding whether conduct amounts to sexual harassment, it is necessary to consider:

- (a) the perception of the person who is at the receiving end of the conduct;
- (b) the other circumstances of the case; and
- (c) whether it is reasonable for the conduct to have that effect.

2.18 **Stalking:** Stalking is unwanted, repeated, obsessive and/or controlling behaviours that make someone feel distressed or scared. It is most likely to be perpetrated by someone the recipient already knows, such as an ex-partner.

2.19 **Domestic Violence:** Domestic violence refers to any single incident or pattern of controlling, coercive, threatening behaviour, violence, or abuse between individuals aged 16 or over who are, or have been, intimate partners or family members, regardless of gender or sexuality. It encompasses a range of abusive behaviours that may be psychological, physical, sexual, financial, or emotional in nature. Domestic violence is often characterised by a persistent pattern of power and control, and can

occur in any type of relationship, including current or former partners, spouses, parents, children, or other familial relationships. It can involve a wide spectrum of behaviours, from subtle manipulation and isolation to overt acts of violence. While it may occur behind closed doors, its impacts can be far-reaching, affecting victims' wellbeing, safety, academic participation, and access to support. There is often overlap between domestic violence and sexual violence.

- 2.20 **Controlling behaviour:** This term refers to seeking to make someone subordinate or dependent by isolating them, exploiting their resources, depriving them of independence, and regulating everyday behaviour.
- 2.21 **Coercive behaviour:** This term involves threats, assault, humiliation, or intimidation to harm, punish, or create dependence.
- 2.22 **Sexual Misconduct:** This term refers to the misuse of power, especially by staff toward students, and can include harassment, grooming, bullying, sexual comments, non-verbal sexual communication, and creating discomfort or promising resources in exchange for sexual access. It often reflects unequal institutional relationships and impedes equal access to education and opportunities.

3 Community Responsibilities and Expected Conduct for all staff, students and visitors

- 3.1 This section outlines the key expectations regarding behaviour and conduct that promote dignity, safety, and mutual respect within our community.
- 3.2 All members of the University community, including all staff, students and visitors to Goldsmiths, are expected to uphold a safe, respectful, and inclusive environment, both on campus and online. This includes taking personal responsibility for their behaviour, challenging inappropriate conduct when safe to do so, and supporting others who may be affected by harm.
- 3.3 No tolerance for sexual violence, harassment, and misconduct. Individuals must not perpetrate sexual violence, sexual harassment, or sexual misconduct under any circumstances. These behaviours are never acceptable and may constitute criminal offences, as well as breaches of University policies. Although this applies equally to actions carried out in person or via digital platforms, including social media, messaging apps, and email, it should be noted that Goldsmiths does not have the powers to enforce actions on social media platforms. Please refer to the Social Media Guidance located on the Report and Support pages.
- 3.4 Always seek enthusiastic and ongoing consent. All members of the community are expected to actively seek enthusiastic, informed, and ongoing consent in any sexual or intimate situation. Consent must never be assumed or implied—even if there is a prior relationship or history of sexual activity. Consent can be withdrawn at any time and must be respected in every instance.
- 3.5 Maintain professionalism and respect. Professionalism and respect should guide all interactions within the University’s work and study environments. Members of the community are expected to avoid conduct that could be seen as inappropriate or as an abuse of power, particularly in relationships where there is a clear imbalance—such as between staff and students. Further guidance is provided in the University’s Personal Relationships Policy.

- 3.6 Be an active bystander when safe to do so. Everyone is encouraged to take safe and proportionate action when witnessing harmful or inappropriate behaviour, unless doing so would place the individual at risk. Intervention might involve checking in with the affected person, distracting or de-escalating the situation, or reporting concerns through formal channels.
- 3.7 Respond supportively to disclosures of harm. When someone discloses an experience of abuse, harassment, or misconduct, it is essential to respond in a supportive and non-judgemental way. Listen respectfully, believe their account, avoid interrogation or attempting to “fix” the situation, and signpost them to appropriate support services. Where appropriate, use the University’s Report and Support tool to ensure the matter is documented and responded to appropriately.

4 Reporting, Procedures and Disclosures

- 4.1 This section explains the processes available to members of the University community who experience or witness sexual violence, harassment, stalking, domestic violence, or sexual misconduct.
- 4.2 It clarifies the differences between a disclosure, a report, and a complaint, how the University responds, and the support available. Understanding these distinctions helps individuals make informed decisions about how to share their experiences and seek help, while ensuring the University can respond appropriately and effectively.
- 4.3 This policy makes a distinction between a disclosure, a report and a complaint:

Disclosure

A disclosure occurs when someone shares information about experiencing sexual violence, sexual harassment, stalking, domestic violence, and/or sexual misconduct with another person informally.

This may be the only step the individual chooses to take, and it is not always immediately clear that a disclosure is being made. We encourage individuals making disclosures to use the Report & Support page if they feel comfortable and are able to, as they can choose to record their experience either anonymously or with identifying details, according to their preference.

Report

A report is made when someone formally informs the University - either through the online Report and Support system or directly to a University staff member - that they have experienced sexual violence, harassment, stalking, domestic violence, and/or sexual misconduct and wish for the University to take action.

When a disclosure leads to a request for formal intervention, it becomes a report. Reports generate a formal case which is reviewed by an appropriately trained staff member who considers the wishes of the Reporting Party and determines the most appropriate course of

Complaint

A complaint is rarely the suitable method for processing reports of sexual violence, harassment and/or misconduct.

The University Complaints Process is designed for concerns related to academic or administrative matters such as course delivery or accommodation.

If a report is submitted through the complaints process, it will usually be redirected to the University's Triage Team, who will assess the content and determine the most suitable way for the University to respond.

The University strongly encourages anyone who has experienced sexual

While disclosures usually do not lead to formal action, the University may intervene if there is an immediate risk of harm or safeguarding concerns.

In these instances, the person who disclosed will be asked for consent prior to information sharing, or in situations of absolute necessity, kept informed about any actions taken.

action. The University's ability to act may be limited if the person reported is not part of the University community.

All disclosures and reports are taken in good faith, with the University assuming the Reporting Party is truthful.

The individual may be asked for additional information to enable the University to respond effectively and to connect them with relevant support.

Reports can be submitted anonymously; however, please note that doing so may limit the University's ability to take certain actions.

violence, harassment, and/or misconduct to come forward.

The University is committed to providing a supportive and respectful environment where individuals can make informed choices about how to proceed.

4.4 Overview of the Process:

4.5 If you experience or witness sexual violence, harassment, stalking, domestic abuse, or sexual misconduct, there are several ways to seek support and take action. The University offers both informal and formal pathways, and individuals can choose how much they wish to disclose, whether to report, and what kind of support they would like to access. Disclosures can be made confidentially and do not always result in formal action, while reports may lead to investigations, safety planning, or disciplinary procedures.

4.6 The University's Report and Support system is the primary platform for disclosures and reports. It allows individuals to submit information either anonymously or with their name, and to access advice, support, and next steps. Each case is carefully reviewed by a trained Triage Team, who consider the severity of the issue, any safeguarding risks, and the preferences of the Reporting Party before determining the most appropriate response. The Report and Support website can be found at reportandsupport.gold.ac.uk.

4.7 First steps if you experience sexual violence, harassment, hate

crime or misconduct:

- 4.8 If you experience sexual violence, harassment, stalking, domestic abuse, hate crime, or sexual misconduct, you are not to blame, and you are not alone. What you do next is entirely your choice. Support is available, and you have control over how you choose to access it. You may wish to take informal steps, pursue a formal process, or both, whether independently or alongside one another.
- 4.9 The following options allow you to seek support or share your experience without triggering a formal investigation or process if you are not ready for it yet:
 - 4.10 Speak to someone informally, for example, a tutor, line manager, Students' Union adviser, or Campus Support Officer.
 - 4.11 Access emotional support: Including the Wellbeing Team, Goldsmiths Students' Union, or Workplace Options (for staff)
 - 4.12 Access practical or safeguarding support: Such as help with accommodation, academic arrangements, or personal safety
 - 4.13 Make an anonymous disclosure via the Report and Support tool: This helps the University understand patterns of harm while maintaining your anonymity
 - 4.14 These options may lead to further action, such as an internal investigation, disciplinary process, or external intervention:
 - 4.15 Submit a named report via the Report and Support tool: This may lead to formal action by the University, including support planning or investigation.
 - 4.16 Make a formal complaint to Goldsmiths: For example, via your line manager or POD (for staff)
 - 4.17 Report it to Goldsmiths Students' Union: Particularly if the experience had occurred at the Students' Union Bar (RISE), or at any Students' Union run events, or Students' Union society or club events. The Student's Union's complaints procedure can be found at: www.goldsmithssu.org/surveys/feedback/complaints.
 - 4.18 Report the incident to the police: This can be done at any time, regardless of whether you use University processes. Please be aware that if a police investigation begins, any outcome or actions may take precedence over University processes. In this instance formal disciplinary proceedings may be paused or the University may take action short of dismissal (such as suspension or banning from campus).
 - 4.19 First steps if you receive a disclosure or witness an incident:
 - 4.20 Whether someone shares their experience with you or you witness an incident of sexual violence, harassment, or misconduct, your role is to respond with care, clarity, and responsibility. The

University relies on its community to act appropriately in these moments while maintaining safety and boundaries.

4.21 If someone discloses an experience to you:

- Listen without judgment and give them space to share at their own pace
- Avoid unnecessary or intrusive questions – your role is not to investigate
- Believe and validate their experience – show empathy and reassurance
- Signpost them to support services such as the Wellbeing team or Report and Support
- Do not promise complete confidentiality – explain that there are limits in safeguarding situations.
- Only report the disclosure via Report and Support with their informed consent
- Respect their decision not to report, unless there is a safeguarding concern that legally requires escalation
- Do not take matters into your own hands or attempt to investigate further

4.22 If you witness or suspect an incident:

- Intervene safely if you can – either directly or by creating a distraction
- Support the affected individual and check on their wellbeing
- Make a note of key facts – such as the time, place, individuals involved, and what occurred
- Consider submitting a report via Report and Support
- Do not confront the alleged perpetrator or attempt to investigate the situation yourself.

4.23 Next steps: How the University Responds:

4.24 Once a report is submitted - either anonymously or named - it is reviewed by the Report and Support Triage Team, a cross-departmental group responsible for assessing cases and coordinating appropriate responses. This team may include representatives from key areas of the University, such as Student Support Services, POD, Legal and Governance, Campus Support, Wellbeing, and relevant academic departments. All team members involved in triage are trained to handle disclosures and reports sensitively, confidentially, and in alignment with University policy and safeguarding obligations.

4.25 The triage process involves an initial review of the information

submitted through the Report and Support tool or received through other official channels. The goal is to determine the most appropriate course of action based on several factors: the nature and severity of the incident, whether the individuals involved are members of the University community, any risks to safety or wellbeing, and the stated preferences of the Reporting Party. Where necessary, the Triage Team may seek clarification from the Reporting Party to help make an informed decision.

- 4.26 Based on this assessment, a range of responses may be considered. These include:
- Offering practical or wellbeing support, such as counselling, academic adjustments, or access to financial assistance
 - Developing a safety plan, which may include help with accommodation, campus navigation, or safety alarms
 - Recommending alternative study or work arrangements, such as changes to class timetables, placements, or supervision structures
 - Initiating a disciplinary investigation, following the procedures set out in the Student Conduct Regulations or Staff Disciplinary Policy
 - Referring the case to external authorities, such as the police, when there are grounds for criminal investigation
 - Implementing precautionary measures, such as a no-contact order or interim restrictions to protect the safety and wellbeing of the Reporting Party
 - Taking no further action when there is insufficient information or no identified risk
- 4.27 Throughout the process, the University aims to balance the wishes of the Reporting Party with its duty of care to the wider community. While the University will usually respect the preferences of the person making the report, there may be rare circumstances - particularly those involving safeguarding concerns or imminent risk - where action must be taken without explicit consent. All decisions made during triage are recorded and monitored in the Report and Support system to ensure consistency, transparency, and continuous improvement in how the University handles reports of harm.
- 4.28 Next steps: if an investigation becomes necessary:
- 4.29 If the University determines that a formal investigation is necessary, it will proceed in accordance with the relevant policy framework. For cases involving students, investigations are

conducted under the Student Conduct Regulations. For staff, the appropriate procedure will depend on their employment status and may involve the Staff Disciplinary Policy, Statute 16, or the Probation Policy. These internal processes are designed to assess whether there has been a breach of University policy or expectations.

- 4.30 Investigations carried out by the University are not criminal trials. Their purpose is not to establish criminal guilt, but to determine—on the balance of probabilities—whether the reported conduct occurred and whether it constitutes a violation of University policies. This is a lower evidentiary threshold than the “beyond reasonable doubt” standard used in criminal courts.
- 4.31 If a police investigation is also taking place, the University may decide to pause its own procedures, proceed in parallel, or wait until the criminal proceedings have concluded before resuming its internal process. Please be aware that if a police investigation begins, any outcome or actions may take precedence over University processes. In this instance formal disciplinary proceedings may be paused or the University may take action short of dismissal (such as suspension or banning from campus).
- 4.32 University investigations are conducted by trained staff or external professionals with expertise in handling sensitive cases.
- 4.33 Both the Reporting Party and the Responding Party will be given the opportunity to present evidence, respond to allegations, and be accompanied by a supporter or companion during formal meetings.
- 4.34 Throughout the process, the University will prioritise fairness, confidentiality, and support for all parties involved, while ensuring that any necessary protective or precautionary measures are upheld.
- 4.35 Possible outcomes of an investigation:
- 4.36 Following an investigation, a range of outcomes may be considered depending on the severity of the incident, the evidence available, and the circumstances of the individuals involved. If there is insufficient evidence to conclude - on the balance of probabilities - that the reported behaviour occurred, the case may be closed with no further action. However, this does not mean the University disbelieves the Reporting Party’s account. In such instances, support and practical adjustments may still be offered to help ensure continued wellbeing and access to work or study.
- 4.37 Where an investigation finds there is a case to answer, formal action may be taken in line with University policies. For students, this could involve referral to a Conduct Hearing which may result in

outcomes such as written warnings, suspension, exclusion, removal from a programme of study, or permanent dismissal. For staff, outcomes may include disciplinary warnings, suspension, or termination of employment. In some cases, precautionary or safeguarding measures may remain in place to protect those involved. Throughout the process, confidentiality is maintained as far as possible, and Reporting Parties will be informed whether action was taken, although the full outcome may not be shared due to confidentiality.

4.38 False Reports:

4.39 The University recognises that false reports of sexual violence, harassment, stalking, domestic violence, and/or sexual misconduct are extremely rare. However, misconceptions about false allegations are widespread, often perpetuated by inaccurate or misleading media narratives. It is important that the University community resists these myths and approaches all disclosures and reports with sensitivity and respect.

4.40 The University takes the issue of false reporting seriously. If, during an investigation, it is found that a report was knowingly fabricated, the individual responsible may be subject to disciplinary action under the appropriate procedures for staff or students. This includes the Staff Disciplinary Policy or the Student Conduct Regulations, as applicable.

4.41 However, it must be clearly understood that a report will not be considered false simply because an investigation, either internal or criminal, does not result in a finding against the Responding Party. A lack of sufficient evidence or an inability to prove a case beyond reasonable doubt (or on the balance of probabilities in University processes) does not mean the person reporting acted in bad faith.

4.42 Deliberately alleging that a report is false without evidence, especially as a way to discredit or intimidate the Reporting Party, is unacceptable. Such actions undermine the University's commitment to creating a safe and respectful environment and may themselves be subject to disciplinary investigation.

4.43 Retaliation:

4.44 The University is committed to protecting all individuals who report or participate in the resolution of cases involving sexual violence, harassment, and/or misconduct. Retaliation in any form is strictly prohibited.

4.45 Retaliation may include, but is not limited to: intimidation, threats, harassment, discrimination, or any adverse action taken against someone because they have made a report, provided evidence,

supported a party involved, or participated in an investigation or disciplinary process.

4.46 Any individual found to have engaged in retaliatory behaviour will be subject to investigation and potential disciplinary action under the relevant University procedures. The University will also consider the impact of retaliation when assessing the overall seriousness of misconduct.

4.47 The University encourages anyone who believes they are experiencing retaliation to report it immediately via the Report and Support system or by speaking to a trusted staff member. Appropriate measures will be taken to ensure the safety and wellbeing of the affected individual, including precautionary or protective actions where necessary.

5 Confidentiality, Information Management and Data Sharing

- 5.1 The University is committed to ensuring that all information related to sexual violence, harassment, stalking, domestic abuse, and/or sexual misconduct is handled with the highest level of care, professionalism, and respect for individual privacy. We recognise that confidentiality is central to creating a safe and supportive environment where individuals feel able to disclose experiences of harm.
- 5.2 Confidentiality and Privacy:
- 5.3 Confidentiality means that personal information shared through a disclosure or report is treated with sensitivity, stored securely, and only shared with individuals who need the information in order to carry out their professional responsibilities. This typically includes designated staff involved in triage, support, investigation, and safeguarding processes.
- 5.4 The University will always seek to maintain confidentiality for both the Reporting Party and any Responding Party named in a disclosure or report. However, there are circumstances where confidentiality may need to be broken, such as when there is an immediate risk of serious harm, safeguarding concerns, or a legal obligation to disclose information. In such cases:
- 5.5 The University will, wherever possible, seek the consent of the individual before sharing information.
- 5.6 If it is not possible or appropriate to obtain consent, the University will document the reasons for sharing and inform the individual of the decision as soon as it is safe to do so.
- 5.7 All decisions to breach confidentiality will be made by appropriately trained staff, usually through the Report and Support Triage Team, in accordance with the University's Duty of Care and Safeguarding responsibilities.
- 5.8 University members must not report disclosures to external services (e.g., police, mental health providers) without the individual's consent, or prior approval from the Academic Registrar or delegated authority, such as the Head of Student Support or a member of the Report and Support Triage Team.
- 5.9 Information Management and Data Protection:

- 5.10 All records related to disclosures and reports are:
- 5.11 Stored securely within the Report & Support system approved by the University.
- 5.12 Accessed only by trained staff involved in managing cases.
- 5.13 Handled in accordance with the University's Data Protection Policy, the Data Protection Act 2018, and the University's Retention Schedule.
- 5.14 Sensitive personal information, including names and identifiable details, will be held only as long as necessary and proportionate to the purpose for which it was collected. Requests to delete personal data will be considered on a case-by-case basis, in line with legal, safeguarding, and investigatory obligations.
- 5.15 If a witness reports on behalf of someone else in an identifiable and contactable way, the University will reach out to the affected person to offer support and determine whether they would like any further action to be taken.
- 5.16 When a Responding Party is named or identifiable, the University will make them aware that a report has been made about them. A member of the Report and Support Triage Team will ensure that this action is taken on by an appropriate member of the Triage Team in a supportive manner. The purpose of this action is to ensure that the Responding Party is aware of the allegations and the next steps. This conversation is non-judgemental and no pre-determined outcomes will be made during this conversation.
- 5.17 Monitoring and Data Use:
- 5.18 To help improve services, inform prevention efforts, and promote a culture of accountability, the University may use anonymised data for several key purposes. These include annual reporting to senior leadership, Council committees, and key stakeholders such as the Students' Union and recognised campus trade unions. Anonymised data is also used to support service development and evaluate institutional responses to sexual violence, harassment, and misconduct. Additionally, it helps monitor trends that inform policy development and staff and student training initiatives. Importantly, this data will not include any personal identifiers such as names, email addresses, or student/staff identification numbers.
- 5.19 In rare instances where legal proceedings are initiated, University staff, including those offering support or counselling, may be required to provide records or give evidence. As such, it is essential that all staff who receive disclosures or are involved in processing

reports maintain accurate, factual, and appropriately limited notes. Training is provided to ensure that record-keeping is carried out in a way that protects individual privacy while fulfilling the University's legal and safeguarding responsibilities.

6 Receiving Support and Guidance

- 6.1 The University is dedicated to providing comprehensive support to all members of its community who are directly or indirectly affected by sexual violence, sexual harassment, stalking, domestic violence, and/or sexual misconduct. Information on available support resources will be made accessible, and interim measures may be offered as appropriate to the Reporting Party, Responding Party, Witnesses, and those supporting any of these individuals.
- 6.2 Support services are available to anyone within the University community, regardless of whether they choose to make a formal report to Goldsmiths or the police. Additionally, support is provided even if the alleged perpetrator is not a member of the University community.
- 6.3 When those involved are members of the University, support for the Reporting Party and the Responding Party will be managed separately to maintain impartiality and confidentiality; no single staff member will provide support to both parties.
- 6.4 In cases of recent sexual violence (within the last seven days), and where appropriate, the Reporting Party may be referred to a Sexual Assault Referral Centre or other independent external support agencies. The University is committed to enabling survivors to continue their employment or studies, including making reasonable exceptions to standard policies.
- 6.5 More information on University and external support services can be found at: <https://reportandsupport.gold.ac.uk/>, and <https://www.goldsmithssu.org/activism/priorities/careproject/support>
- 6.6 University Support for Students:
- 6.7 **Wellbeing Advisers:** Goldsmiths Wellbeing Advisers are specially trained to receive disclosures related to sexual violence, harassment, stalking, domestic violence, misconduct, and consent. They provide advice, guidance on further support options, and ongoing wellbeing support to all students. Appointments can be

made through the Student Wellbeing Service by contacting wellbeing@gold.ac.uk. More information can be found at: <https://www.gold.ac.uk/students/wellbeing/wellbeing-service/>.

- 6.8 **Goldsmiths Students' Union Advice Team:** The Students' Union Advice Service offers independent guidance on a range of issues including university complaints, academic appeals, student conduct matters, and academic progress. Students can contact the service by completing the online form at: <https://www.goldsmithssu.org/advice/>.
- 6.9 **Campus Support Officers:** Campus Support Officers are available out of hours as the first point of contact for any issue. They operate seven days a week from 6pm to 6am and are based in the Loring Management Centre (Accommodation Office/Security), St James campus. They can be reached at 020 7919 7284 or campus-support@gold.ac.uk during these hours.
- 6.10 University Support for Staff:
- 6.11 **Staff Assistance Programme:** This service provides confidential, independent support 24/7, 365 days a year. Staff can access professional consultation, counselling, information, and referrals through phone, email, instant messaging, and the programme's website, all at no cost. There is no limit to the number of issues for which support can be sought.
- 6.12 **Staff Counsellor:** The staff counselling service aims to offer timely support tailored to staff needs.
- 6.13 **Trade Unions:** Goldsmiths recognises two campus trade unions, UNISON and UCU. Staff members who are union members can contact them for advice and support.
- 6.14 **Staff Wellbeing:** Goldsmiths maintains a dedicated staff wellbeing hub on Goldmine, the staff intranet, featuring various initiatives designed to promote and support staff wellbeing.

7 Related Policies

7.1 Related university policies are below, this is not an exhaustive list:

- Personal Relationships Policy
- Staff Disciplinary Policy, Statute 16 & Probation Policy
- Student Regulations: Conduct
- Data Protection Policy/Retention Schedule
- Discrimination, Bullying & Harassment Policy for Staff
- Student Accommodation Regulations
- HR Grievance Policy
- Student Complaints
- Safeguarding Policy
- Support to Study and Fitness to Practice Policy
- Social Media Guidance
- Whistleblowing Policy
- Conflict of Interest Policy
- Goldsmiths Students' Union Bar Door Entry Policy
- Goldsmiths Students' Union Complaints Procedure

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Date:

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