

Initial Risk and Support Needs Assessment Group (IRSNAG)

Remit:

If after reviewing a disclosure submitted via the University's online reporting tool, through the student complaints form, or through another method, the Student Liaison Officer (SLO) Team believes that there is a danger to the person who has disclosed or to anyone else, they will refer the disclosure to the Initial Risk and Support Needs Assessment Group.

If the Group decides that it is necessary to take precautionary action, it will make a recommendation to the Registrar who will enact these measures.

Membership

- Director of Student Discipline and Resolution (or nominee) (Chair)
- Director of Wellbeing and Student Support (or nominee) (Alternate Chair)
- Senior Assistant Registrar (Student Discipline and Resolution) (or nominee)
- Head of Campus Safety Team (or nominee)
- Head of Residential Community (or nominee)
- Student Liaison Officer (in attendance optional)
- School Representative (for FTP cases only)

Terms of Reference

Following a disclosure or report, to make an initial assessment of the action(s) to be taken to ensure:

1. the safety and wellbeing needs of the reporter(s) making the disclosure, where necessary and in liaison with the SLO, working with specific support services and safeguarding interventions; including any recommendation to the Registrar for Precautionary Action(s).
2. the safety and wellbeing of the respondent(s)
3. the safety and wellbeing of others in the University community as above
4. that the Students' Union is aware, as necessary, to fulfil points 1-3 and, to make recommendations to the Students' Union regarding appropriate action.

The group requires a minimum of 3 members including either the Chair or Alternate Chair to be quorate.

If there is an immediate threat to safety the Chair or Alternate Chair can take chair's action and a recommendation direct to the Registrar.

Decision and agreed actions of the group will be recorded.

This group meets as necessary and can meet virtually.

Implementation

We use the guidance provided in the publication **Sexual Misconduct Risk and Needs Assessment in Universities**, published by Lime Culture, as a guide to assessing the initial risks surrounding sexual violence and misconduct disclosures.

- Individual risk: this incorporates risk of physical injury, risk to emotional health and mental well-being, and risk to sexual health including pregnancy
- Organisational risk: this has a broad meaning and incorporates both
 - i. the risk to the wider university community which may be related to keeping third parties safe from the risk of further sexual misconduct
 - ii. reputational risk if the university is considered to have failed in their duty of care to staff and students
 - iii. where reported parties are undertaking professional courses, there may be additional risk associated with the nature of the professional role they are training to undertake outside of the university community which will also need to be managed
- Evidential risk / Criminal Justice risk: this relates to a reporting parties engagement with the criminal justice system either immediately after the incident has occurred or at any time thereafter and the implications for the organisation in terms of their approach to managing systems and processes, communications and records all of which could be subject to future scrutiny in the courts.