

HELP AND SUPPORT
AFTER SEXUAL ASSAULT



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CHICHESTER

Student Support and Wellbeing



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Staff checklist

1. The aim of this guide

This guide aims to support students and staff through the choices available after a sexual assault. We understand that this is a confusing time, we hope to provide clear guidance regarding the support and choices available to students who have been sexually assaulted.

The guide is best used in conjunction with support from an experienced member of University staff who can offer support and guidance.

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 advice about your sexual health and STI's, pregnancy [if female] or collection of forensic evidence.

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

2. University Support

Outside working hours

We strongly advise that any assault is reported to the Police; however, we are aware that you may not want to or be ready to report to the Police.

If so, please consider contacting the

University 24/7 emergency number 01243 816363

If you are in Halls you can also call the
Accommodation 24/7 phone numbers:

- **BOC 01243 793477** **BRC 01243 793488**
- **Managed Properties** **01243 816449**

A member of the SSW team can be contacted for advice to support you.

During office hours

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
(AdviseU@chi.ac.uk)

If you would prefer to speak to a male staff member you can contact:

- Graham Francis, Mental Health Adviser
UinMind@chi.ac.uk **01243 816402**
- Dave Corcoran
Director of Student Support & Transition
D.Corcoran@chi.ac.uk **01243 816459**

3. Looking after yourself: your priorities

Keeping yourself safe after an assault is your first priority:

- **Get to a safe place** - please call 999 and ask for the Police if you feel unsafe. If you have serious injuries that need emergency treatment you will also need an Ambulance.
- **Seek emotional support** from someone you trust. This can be a friend, member of staff or University Security.
- **Seek medical attention** - the best place to receive non urgent medical support after a sexual assault is the Saturn Centre (see contacts). This is the local Sexual Assault Referral Centre for Chichester. You do not have to report to the Police to be seen at the Saturn centre. You can self-refer or a member of University staff can support you. If you do report to the Police, they will take you to the Saturn centre.

- **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, condoms, contraceptives, drinks bottles/glasses, and bedding.

4. 'My Decision' web tool

This is a step-by-step guide to decision making after a rape or sexual assault, provided by New Scotland Yard. It may help you explore your options online and provides contact information and guidance on how to help you consider your choices. You can take a look at the 'My Decision' web page at:

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

IMPORTANT the sexual assault referral centre for West Sussex is the Saturn Centre in Crawley, not The Havens as given on that web page.

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

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 17).

5. Attending a Sexual Assault Referral Centre

Whether you are male or female, we strongly 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. The Saturn Centre in Crawley covers West Sussex.

If you have reported the assault to the Police they can assist you to the Saturn Centre 24hrs a day.

University staff are familiar with the Saturn Centre and the professional and compassionate staff that run it. They provide a range of services to anyone who has been raped or sexually assaulted. The police will arrange for you to attend the Saturn Centre however if you wish to attend independently **you must phone first** so they can arrange to have the right staff available for you. They 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.

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

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

The Saturn Centre

The Sexual Assault Referral Centre [SARC] for Sussex is **The Saturn Centre** in Crawley:

www.saturncentre.org Tel: **01293 600469**

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 forensic nurses and 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 infections 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.

6. Reporting 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 attend the **Saturn Centre**, The nurses there, offer professional emotional support, treatment for any injuries, emergency contraception if needed, and they will gather any forensic 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.
- If you go to 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**. The Nurse Health Advisers will help you with this, phone or text them on 07739 983703.

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 cannot approach the student without the explicit consent of the University and the person making the report.

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

7. 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. 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. You can find your nearest SARC by calling the NHS 111 non-emergency service, speaking to your GP or the Accident and Emergency (A&E) department of your local hospital. 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

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.

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 using the [Sexual Assault and Misconduct Policy](#). In order to manage contact, the University will need consent from you to contact the alleged perpetrator and discuss the incident.

The member of staff involved in supporting you will be able to guide you through the process.

8. What if I don't wish to report the incident, or attend the Sexual Assault Referral Centre?

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:

For physical health issues:

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
St Richard's Hospital 01243 831607
- Bognor Regis War Memorial Hospital:
01243 865418

For emotional support:

The Lifecentre Chichester **01243 786349**

lifecentre.uk.com

The Lifecentre can also support you to complete a third party report form.

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

9. STI/HIV, pregnancy (if female) or injury concerns

It is important that these concerns are discussed with a medical professional, as soon as possible. The Saturn Centre, the on-campus nurses, your GP or Accident and Emergency can provide you with advice, and ensure you get any necessary treatment.

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 can be found on page 17.

If you are concerned about HIV the PEP HIV prophylaxis should be commenced within 24 hours of possible exposure.

If pregnancy is a concern, morning after type medication is most effective within the first 72 hours, although some medication can be prescribed later.

10. 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 Lifecentre, a specialist charity (lifecentre.uk.com).

You can also talk to the Nurse Health Advisers, Becky Pothecary and Denise Wild, or Esther Hunt the Head of Student Wellbeing. Dave Corcoran, Director of Student Support and Transition and Graham Francis, Mental Health Advisor, are also available should you wish to speak to them. (Contact details on page 16).

11. 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'. (For a free fact sheet see www.recoveryourlife.com/index.php?categoryid=140&p2065_articleid=5)

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

12. Useful Contacts

- **Saturn Centre (Sexual Assault Referral Centre)**
phone to make an appointment first... **01293 600469**
www.saturncentre.org
- **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)

13. University first points of contact

Office Hours (Mon to Fri 09.00 - 17.00)

- **Nurse Health Advisers**
Denise Wild and Becky Potheary
studenthealth@chi.ac.uk **07739 983703**
- **Student Health Drop-ins** (daily, term time only)
timetable available on the help.chi.ac.uk pages:
<https://help.chi.ac.uk/student-health-service>
- **Wellbeing Pop-ups** (daily, term time only)
timetable available on the help.chi.ac.uk pages:
<https://help.chi.ac.uk/wellbeing-pop-ups>
- **AdviseU - Student Wellbeing Advisers**
..... AdviseU@chi.ac.uk

- **Head of Student Wellbeing and Head of Counselling**
Esther Hunt UTalk@chi.ac.uk
- **Director of Student Support and Transition and Lead Safeguarding Officer**
Dave Corcoran 01243 816459
D.Corcoran@chi.ac.uk
- **UinMind Mental Health Advice Service**
UinMind@chi.ac.uk 01243 816402
- **International Student Advisory Service**
Päivi Leivo and Jane Smith
international@chi.ac.uk 01243 812146
- **Students' Union Welfare Officer**
..... suwelfare@chi.ac.uk

14. University contacts out of hours

- **University Emergency Phone Number**
(available 24/7) 01243 816363
- **Accommodation 24/7 Phone Numbers**
BOC 01243 793477
BRC 01243 793488
University Managed Properties 01243 816449

15. Non-University points of contact

- **Saturn Centre - Crawley Sussex**
phone to make an appointment first..... **01293 600469**
- **Treetops Centre - Cosham Hamps**
(if you report the incident in Hampshire)
phone to make an appointment first **023 9221 0352**
- **Lifecentre Chichester****01243 786349**
- **NHS 111**.....**111**
- **Chichester Sexual Health Clinic**
St Richards Hospital,**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/

Appendix:

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:

- Safeguarding - is the student safe and are other students safe? If you have any doubts re safety, the Police and security will need to be informed. The student should be informed of the need for this.
- Obtain verbal consent from student to share name and nature of incident with the Nurse Health Advisers and the Lead Safeguarding Officer (Dave Corcoran).
- Discuss options for reporting including third party reporting if appropriate.
- Information leaflets (Saturn Centre, Lifecentre).
- Encourage booking of appointment with Nurse Health Advisers (contact details on page 16) within 24 hours, appointments bookable via SIZ.
- Confirm contact details.
- Ensure the student is returning to a place of safety with escort by taxi if necessary.
- Ensure student is aware of medical interventions and support that may be required (eg HIV and pregnancy, see page 11).
- Always report incident by email as soon as possible (taking into account consent to share ie without names if necessary) to Lead Safeguarding Officer and Nurse Health Advisers.
- See the [Sexual Assault and Sexual Misconduct Policy](#).

