

UTAS Security fact sheet: Reporting incidents

What sort of things should you report?

- Any abuse or harassment
- Any suspicious behaviour
- Any act of violence either to yourself or someone you know
- Emergency health situations (e.g. an accident or heart attack)
- Any thefts or damage to property
- Any lost keys or access cards.

If you are unsure about whether to report an incident, you can seek help and advice from UTAS Security.

Why should I report the incident?

Reporting incidents can help police or UTAS Security to catch the offenders. UTAS Security and Tasmania Police rely on witness and victim reports to know where and when problems are happening.

UTAS Security and Tasmania Police need to know where and when problems occur so they can take action to prevent them happening again.

Important! Reporting a crime does not mean you have to go through with a court case; police will only take action if you want them to.

How do I report incidents?

If the incident occurs on the University campus:

- Phone UTAS Security immediately on 6226 7600 (south) or 6324 3336 (north)

OR

- go to a UTAS Help Point and press button for Security.

UTAS Security will seek police assistance, if required. UTAS Security can also seek medical assistance, if required.

You should also report the incident to one of the University contact groups listed at the end of this fact sheet. If you are an international student, your contact person could be a student adviser.

If the incident occurs away from the University campus, call Tasmania Police on 000 (urgent) or 131 444 (non urgent).

If the incident has caused physical injury to yourself or others:

- Phone 000 immediately and ask for police and ambulance assistance.
- Tell the phone operator your location and brief details of the incident, e.g. car accident, physical attack.
- The phone operator will give you further instructions.
- When you return to campus, report the incident to a contact person or student adviser.

If the incident has not caused physical injury:

- Phone Tasmania Police on 131 444.
- When you return to campus, report the incident to UTAS Security.

Try to write down details of the incident, including:

- a description of the car(s) including the number plate if possible
- a description of the offenders (their age, clothing, hair colour etc)
- where the incident occurred
- brief details of how the incident occurred.

Who can offer me support after I have reported an incident?

UTAS Support and Equity unit

This service offers all students qualified professional counsellors who are able to offer counselling, advice and support in times of stress. They also offer trauma recovery counselling if something bad has happened to you and can help you to access appropriate services if required.

Operating hours: 9am to 5pm, Mon to Fri. Please phone to make an appointment.

Hobart 6226 2697

Launceston 6324 3787

Cradle Coast 6430 4949

International Student Support

International student advisers can offer assistance and counselling to international students who have been involved in an incident. They can also assist international students when making reports to UTAS Security and to police and should be contacted whenever an incident has occurred.

Operating hours: 9 am to 5pm, Mon to Fri.

International student advisers are available after hours for emergencies only.

Hobart 6226 2706

Launceston 6324 3503

External Service Providers

Sexual Assault Support Service 62311 811

Lifeline 131114

Alcohol and Drug Services 62307901

Mental Health Hotline 1800 332 388