

**Action Plan to Tackle Sexual Violence and Harassment – Dublin City University
February 2021**

Relevant Consent Framework Outcome	Action No.	Action	Progress to Date/ Milestones achieved	Person Responsible	Timeframe (start/end)	Success Indicator
1. Institutional Culture						
<i>A member of HEI senior management team will have responsibility for the implementation of the Framework.</i>	1	VP, EDI will be the contact person	Completed	Anne Sinnott	January 2021	Member of SM identified
<i>HEIs will establish an Institutional Working Group to coordinate Framework implementation. This will be comprised of key stakeholders including academics, support services, administration, and student's unions, and will ensure due regard to balanced representation, in particular representation of groups at particular risk of experiencing sexual violence and harassment; women, those with disabilities, ethnic minorities and LGBT+.</i>	2	Committee to be established. The membership of the Committee to be expanded to ensure broader representation.	Committee established in 2019 and reconvened with additional members in 2021. Additional membership secured. Committee actively discussing implementation plan and the launch of Stage 2 of Active Consents' ELearning module while recognising the success of student engagement in Stage 1. Also exploring further initiatives at student and staff levels.	Claire Bohan	On-going	Establishment of TOR and Membership. Meetings Quarterly Ongoing messaging and initiatives to staff and students to raise awareness of consent and sexual violence /harassment, encouraging positive campus culture and reduction in negative sexual experiences and harassment.

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<p><i>Liaison and partnership with external specialist agencies to ensure effective engagement with external structures.</i></p>	<p>3</p>	<p>Liaising with the DRCC /GRCC/ Active Consent NUIG/ NWCi/ISHA/HEA/USI</p>	<p>SS&D Staff Training on supporting students after a sexual assault.</p> <p>SU Disclosure Training from the DRCC</p> <p>Attendance at all NWCi meetings.</p> <p>Four colleagues from Student Support & Development and EDI have enrolled on the module on 'Sexual Consent Promotion: Skills & Practise' (NUIG Galway - Spring 2021)</p> <p>Meeting with Active Consent at regular intervals to plan further staff and student disclosure training in collaboration with GRCC and in association with other possible developments.</p>	<p>Sinead McGrath</p> <p>Welfare Officer, SU</p> <p>Claire Bohan, Sinead McGrath, Ruan Kennedy, Lorna Greene</p> <p>Sinead McGrath</p>	<p>On-going</p>	<p>DCU is seen as a partner in positive cultural change by communicating with external experts, researching all available opportunities, and implementing appropriate initiatives.</p> <p>Successful completion of module.</p> <p>Implementing, supporting and evaluating consent and sexual violence, harassment and disclosure programmes.</p> <p>Disclosure training for new SU sabbatical team annually and other relevant DCU staff</p>
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2. Institutional Processes: Recording						
<i>HEIs will create an easy to use system for students and staff to disclose and report incidents, which would be reflected in a high level of awareness and understanding among both students and staff.</i>	4	Explore a suitable system and implement it in DCU. Awareness Campaign for students and staff	Enquiries made with other institutions. Discussions and evaluation of possible tool are on-going.	Claire Bohan	January 2021 - Sept 2021	Suitable system in place. High level of awareness amongst staff and students.
<i>The reporting system is compatible with reporting party/survivor rights, cognisant of the needs of vulnerable groups, and has the confidence of the higher education community.</i>	5	Discussions with other institutions / potential providers to identify a suitable product.	Discussions with potential providers and other institutions are on-going.	Claire Bohan	Jan - Sept 2021	A system which is safe and easy to use, with confidence from all stakeholders.
<i>Institutions shall record statistics on harassment, assault, and rape and report them in the context of their strategic dialogue with the HEA.</i>	6	Once a system has been identified, reporting templates will be confirmed. SOPs to be created to deal appropriately with reported incidents.	As above, discussions on-going	Claire Bohan	Jan - Sept 2021	Annual reports SOPs in place.

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3. Institutional Processes: Policy						
<i>Dedicated policies of breadth and depth consistent with the Framework aims, referencing IUA/THEA guidelines and policies where appropriate.</i>	7	Staff Sexual Misconduct Policy to be completed.	Policy drafted for consultation with unions and staff	Fiona Carvill	Jan - April 2021	Staff and students know clearly where to access support services if an incident of sexual misconduct has occurred. Staff and students are satisfied with the procedures in place and feel supported.
		Student Sexual Misconduct Policy to be created.	Student Sexual Misconduct Policy in place and published on DCU website.	Claire Bohan	Completed	
		Policy to deal with reports to be created.	Support for the victim's procedure published on DCU website.	Claire Bohan	Completed	
<i>Policies are explicitly linked to clear lines of responsibility, active responses, institutional reporting, and regular review.</i>	8	Ensure that policies are reviewed regularly.	Student Sexual Misconduct Policy has clear lines of responsibility. Draft Staff Sexual Misconduct Policy includes clear lines of responsibility. Institutional Reporting procedures currently under discussion.	Claire Bohan Fiona Carvill/EDI Manager Anne Sinnott	Jan - Sept 2021	Policies are transparent and effective. Annual review of policies.
<i>Policies include guidelines for addressing student complaints, including</i>	9	Revise Student Complaints Procedure / Disciplinary procedures to address	Not addressed	Anne Sinnott	Jan - Sept 2021	Policies revised and effective.

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<i>transparency for all involved.</i>		sexual assault allegations.				
<i>Policy implementation is supported by compiling relevant information, leadership of high level HEI officer and, through the appropriate structures, an annual report on institutional initiatives and data to the Governing Authority.</i>	10	Discuss and finalise in line with the reporting system.	Currently investigating the appropriate reporting system.	Anne Sinnott	Jan - Sept 2021	Annual Reports to the Governing Authority.
4. Targeted Initiatives						
<i>HEIs will provide direct student-facing activities including workshops/classes that promote an understanding of consent; student understanding and skills for speaking up and calling out unacceptable behaviour.</i>	11	Stage 2 of Sexual Consent Workshops being published in February (online) with awareness campaign.	Sexual Consent Workshops attended by over 2,000 students in September 2021.	Claire Bohan	Feb - June 2021	Stage 2 rolled out with high student engagement.
<i>Ongoing messaging to disseminate information consistent with the Framework aims for</i>	12	Engagement of Students' Union to promote Active Consent workshops.	Attendance of over 2,000 students at orientation Active Consent online workshops.	Sinead McGrath SU Welfare Officer	Feb 2021- May 2021	Engagement Stage 1 - online Active Consent workshops.

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<p><i>cultural change and awareness.</i></p>		<p>Involve Students' Union and certain Faculties to promote the launch of Stage 2 ELearning module during SHAG week (Feb).</p> <p>Roll out of Disclosure Advice cards & 15 min Disclosure Training in Semester 2, opportunity to access online student -tailored disclosure training by the GRCC and a 1 hour briefing session for senior staff, with a view to training staff and student leaders in more in-depth 9 hr resources when it is available.</p>	<p>Ongoing communication with School of Nursing and Human Sciences regarding integration of module into programmes.</p> <p>Meetings with Active Consent team to ensure that DCU is aware of all developments and can roll out available resources as soon as possible.</p>			<p>Positive launch of Stage 2, increasing awareness of Consent, Sexual Violence and Harassment and encouraging the Active Bystander to to introduce a more nuanced understanding of sexual violence, harassment and support services available to students who have had negative sexual experiences.</p>
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<p><i>HEIs will create and implement an education plan to ensure all staff and relevant students have at least a minimal agreed understanding and capacity to support students; create and implement a training plan for staff and students who contribute to initiatives and services.</i></p>	13	<p>Roll out of Disclosure cards to students and staff and online Disclosure Training to staff and relevant student leaders</p>	<p>Training for 12 members of frontline staff and the SU completed.</p>	Claire Bohan	May 21	<p>Create awareness of the do's and don'ts if someone discloses, improving survivors' outcomes.</p> <p>Improving confidence in staff by increasing awareness and giving them the skills to communicate and be involved in campus initiatives that are proactive as well as reactive.</p> <p>Staff are sensitised to trauma and rape, are more comfortable discussing this and are conscious of giving students 'options' rather than 'instructions'.</p>
		<p>Identify staff leaders in Faculties/Departments and provide appropriate training</p>	<p>SU Sabbatical team has completed basic Disclosure training.</p>	Sinead McGrath	Mar - Dec 2021	
		<p>Staff to complete 15 minute elearning training to ensure awareness of appropriate responses to disclosures and signposts for further supports</p>	<p>Selections to be confirmed Training resources awaited</p>	Fiona Carvill/EDI Manager	Mar - Dec 2021	
		<p>Disclosure Training to staff leaders and possibly to student leaders.</p>	<p>Awaiting resources</p>	Fiona Carvill/EDI Manager	Feb- May 2021	
		<p>Attendance of planned First Point of Contact</p>		Sinead McGrath/ Fiona Carvill/EDI Manager	June- August 2021	
				Sinead McGrath		

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		Disclosure Training with Active Consent/NUIG/GRCC when available.			TBC	
<i>HEIs will create and implement a system for measuring effectiveness of initiatives.</i>	14	Assess data from reports such as student feedback from Stage 1 orientation.	Report reviewed and students' comments will be displayed within the students online resources connecting to the Stage 2 ELearning module.	Sinead McGrath	Jan - May 2021	Evaluate and improve on all staff and student initiatives while attempting to assess impact.
<i>HEIs will provide accessible, trauma-informed services; for supporting student disclosure, reporting and complaints, and for counselling and advocacy.</i>	15	Sexual Misconduct Policy and student online resources clearly state the relevant staff to be contacted and internal/ external support services.	Clear information to staff and students regarding 'contact people' for staff and students to disclose, along with information about internal and external support services available.	Claire Bohan/EDI Manager	Jan - Sept 2021	Staff and students fully aware and knowledgeable of possible support and reporting options within DCU.