



# 1. Find an Appropriate Space

Move to a place where the person feels comfortable and you can talk privately without feeling rushed or interrupted.

## 2. Establish Immediate Safety

If the person is in immediate danger or needs urgent medical attention call:

**Emergency Services 000** 

## 3. Listen and Reassure

It is important that you:

- Treat them seriously
- ✓ Listen and allow them to talk about the event in their own time
- ✓ Reassure them that they are safe and will be looked after

## 4. Connect the person with appropriate support services

Identify immediate support services for the person

Students: The Student Counsellor - 6279 1111

Staff: The College Director and Principal - 6279 1179

All: Sexual Assault Resource Centre (SARC) provides emergency counselling and medical services in metropolitan Perth 24/7 - 9340 1828 or 1800 737 732.

## 5. Practice Self-Care.

Take care of yourself after receiving distressing information. If you are a Student you may wish to contact the Student Counsellor. If you require support as a Staff member, please discuss with your Line Manager and/or contact the Employee Access Program (EAP).

## 6. Report

Tell an ECC staff member what has happened, either someone at the Welcome Centre or your line manager. The ECC staff member will ensure that the incident is reported appropriately. All SASH Incidents that occur on an ECC campus must be reported to ECU Security 6304 3333