

College Policy on Harassment and Sexual Misconduct

Christ's College is committed to maintaining an environment for study, work and living that is free from harassment and sexual misconduct of any kind. All members of the College community must treat each other with respect, and there must be a clear understanding of the types of behaviour that are inappropriate or unacceptable. The College will support and assist the victim of any harassment or assault.

This document explains what to do if you, or someone you know, has been harassed or sexually assaulted.

The web links in this document were valid at the time of writing. If you find that any of them are no longer active, please inform the Senior Tutor who will arrange for them to be corrected.

What is harassment?

Harassment may be verbal, psychological or physical; in person or via social media or alternative virtual platforms; or through other methods of contact.

In line with the University, the College defines harassment as single or repeated incidents involving unwanted or unwarranted conduct towards another person, which are perceived by the recipient as violating their dignity and/or creating an intimidating, hostile, degrading, humiliating or offensive environment; so long as an average person would, taking into account all the circumstances, agree that is reasonable for the recipient to perceive them in that way.

This definition applies whether or not there was an intention to cause the effect.

Bullying or harassment may also sometimes involve language or behaviour that is discriminatory, and if it does then that will be considered to be an aggravating factor. Discrimination may occur with regard to any of the following characteristics, as specified by the Equality Act 2010:

- age
- disability
- gender reassignment
- marriage and civil partnership
- pregnancy and maternity
- race
- religion or belief
- sex
- sexual orientation

What is sexual misconduct?

Sexual misconduct includes (but is not limited to) the following, whether or not within a sexual or romantic relationship, including where consent to some form of sexual activity has been given and then withdrawn, or if consent has been given on previous occasions:

- sexual intercourse or engaging in a sexual act without consent;
- attempting to engage in sexual intercourse or a sexual act without consent;
- sharing private sexual materials of another person without consent;
- kissing without consent;
- touching inappropriately through clothes without consent;
- any of the above without having taken reasonable steps to ensure that the persons involved had the capacity to give consent and that it had been freely given;
- inappropriately showing sexual organs to another person;
- making unwanted remarks of a sexual nature.

Students are expected to take responsibility for their own conduct: the fact that a student against whom an allegation has been made was under the influence of alcohol or drugs at the time will not be viewed as mitigating the case.

Examples

The following list (which is not exhaustive) gives an indication of the types of behaviour that would fall into the categories of harassment and/or sexual misconduct and would therefore be considered unacceptable:

- making sexually offensive comments about dress or appearance, the display or distribution of sexually explicit material, or demands for sexual favours;
- engaging in harassment on the grounds of a person's sexuality or gender identity, including making derogatory homophobic, transphobic, or biphobic remarks or jokes aimed at a particular person, offensive comments relating to a person's sexuality, refusal to acknowledge a person's gender or identity, or threats to disclose a person's sexuality to others;
- online harassment in the form of intimidating, offensive or graphic posts on social media sites or chat rooms, or communications by email, text or instant messaging;
- unwelcome sexual comments, innuendo, gestures or contact; unwelcome display of body or images; and conduct verging on criminal sexual assault;
- making offensive references to a person's race, ethnicity, skin colour, religion or nationality, dress, culture, socioeconomic circumstances, background or customs which have the effect of ridiculing or undermining an individual or fostering hatred and/or prejudice towards individuals or particular groups;
- ignoring, disparaging, or ridiculing a person because of assumptions about their capabilities, or making offensive reference to an individual's appearance, in the context of their disability;

- controlling or coercive behaviour, such as undue pressure to subscribe to a particular viewpoint or to behave in a particular way;
- stalking, such as following or watching a person without their consent, spying on them, or forcing contact with them through any means including social media; including actions which might be intended to be flattering or desirable but are unwanted by the recipient.

Unacceptable behaviour that includes more than one of the above features would be considered to be more serious and therefore an aggravating factor. Behaviour that may appear trivial as a single incident can constitute harassment or bullying when repeated.

Sources of support in College

Members of College may choose to seek support either from within the College itself, or from outside it. If you choose to seek support within the College, any information you reveal will be treated with complete confidentiality. However, it is possible that you might prefer to seek support elsewhere, for example if you don't feel comfortable talking to people who may know you and/or the person(s) you want to accuse; or if you would benefit from the more specialised help that may be available outside the confines of the College. If you do seek support *outside* the College in the first instance, that will not count against you if you later decide to raise the matter formally *inside* the College.

Once you have decided, you can use the list below for sources of support in College, the section below that for sources of support outside the College, or the section further down about anonymous reporting.

You can contact anyone on this list in person, or you could send an email indicating that you would like to have a discussion on a sensitive topic, and suggesting some times that you could meet them. They would then arrange an appropriate time and place to meet during their normal working hours.

- Your Tutor, who can provide immediate confidential help and general advice, and can guide you about the next steps if you wish to take the matter further.
- Any other Tutor, if you prefer not to speak to your own Tutor about this situation. A list of the Tutors is available on the Screens, on the noticeboards outside the Porters' Lodge, or at intranet.christs.cam.ac.uk/college-tutors.
- Our College Discrimination & Harassment Adviser, who can give you more detailed advice about sources of support and reporting processes within the University. Contact details are available at intranet.christs.cam.ac.uk/welfare-and-support.
- The Senior Tutor (senior.tutor@christs.cam.ac.uk), who has oversight of the pastoral provision of the College.
- The Chaplain (chaplain@christs.cam.ac.uk), who can speak to you in complete confidence about any problem or concern that you have, whether or not it includes a religious dimension, and regardless of your faith or lack of one.
- A Welfare Officer of the JCR (welfare-m@thejcr.co.uk and welfare-f@thejcr.co.uk) or MCR (welfare@christsmcr.co.uk), who can provide confidential, informal peer comfort and direct you towards further sources of support.

- The College’s counsellors, via your Tutor (or via the counselling “drop-in” sessions during term-time), who can give you professional counselling support in difficult times.

If you have *witnessed* sexual harassment, please report the incident to one of the above.

For 24-hour emergency support, you can:

- visit the Porters’ Lodge or telephone them (01223 334900); they can contact the Duty Tutor for you;
- contact the Samaritans (www.samaritans.org, telephone 116 123, or email jo@samaritans.org);
- call NHS First Response for a mental health crisis (telephone 111 option 2);
- telephone 999 in an emergency.

Sources of support outside the College

There are also sources of support outside the College, in the University and more widely:

- the Samaritans (www.samaritans.org, telephone 116 123, email jo@samaritans.org, or visit the Cambridge branch at 4 Emmanuel Road during opening hours);
- Nightline (cambridge.nightline.ac.uk);
- the University Counselling Service (counselling.cam.ac.uk).

For cases of sexual misconduct and harassment, the following additional sources of support are relevant:

- the University’s Sexual Assault and Harassment Adviser (www.counselling.cam.ac.uk/sexual-assault-and-harassment-advisor);
- the Student Union Advice Service (SUAS, studentadvice.cam.ac.uk);
- Cambridge Rape Crisis Centre (rape, sexual abuse and violence support for women, cambridgerapecrisis.org.uk);
- Survivors UK (rape and sexual abuse support for men, www.survivorsuk.org);
- the Elms, Sexual Assault Referral Centre (www.theelmssarc.org);
- the CUSU Women’s Officer (womens@cusu.cam.ac.uk);
- Galop (LGBT+ violence and hate crime, www.galop.org.uk).

You can find more guidance on the *Breaking the Silence* website, breakingthesilence.cam.ac.uk.

For cases of racial harassment, the following additional sources of support are relevant:

- the University’s *End Everyday Racism* initiative (racismatcambridge.org/support);
- the anonymous reporting form at racismatcambridge.org/report (note that no formal actions will be taken);
- the Equality Advisory Service (equalityadvisoryservice.com).

Reporting harassment or sexual misconduct formally

If you choose to report harassment or sexual misconduct formally, then you must select the correct procedure:

- If your complaint is against a student of Christ's College then you may use either the College's own disciplinary procedures (described in this section) or the University's disciplinary procedures (also described in this section).
- If your complaint is against a student of another Cambridge College, then you can use either that College's disciplinary procedures (which your Tutor, or any other person listed in the "Sources of support in College" section above, could help you to access) or the University's disciplinary procedures (described in this section).
- If your complaint is against a Fellow or member of staff of Christ's College, rather than a student, then you should report the matter to the Senior Tutor* who will conduct the investigation; your Tutor (or anyone else listed in the "Sources of support in College" section above) can give you advice beforehand and throughout, and provide support.
- If your complaint is against any other person then you will need to seek advice from your Tutor (or anyone else listed in the "Sources of support in College" section above) as to the correct process to follow.

If your complaint is against a student, then you have a choice of disciplinary reporting routes, and the choice is up to you. The College's own student disciplinary procedures can only deal with misconduct perpetrated by a student at Christ's College, and all other Colleges have their own disciplinary procedures; the University procedures, on the other hand, are able to deal with misconduct perpetrated by any student or staff member of the University of Cambridge. The possible outcomes of the two procedures are broadly similar, although the University procedure may take longer. Your Tutor (or any other Tutor) can advise you about making this choice, if you wish.

The Christ's College disciplinary procedures are described in the document *Brief Guide to the College's Disciplinary Procedures* at www.christs.cam.ac.uk/rules-students. That document describes the process and the possible outcomes. The Dean will handle the accusation that you have made and will keep you informed of the process. If you wish, your Tutor (or any other Tutor, or anyone else listed in the "Sources of support in College" section above) can give you advice beforehand and throughout, and provide support.

The University's disciplinary procedures are described at the website studentcomplaints.admin.cam.ac.uk.

For the most serious types of misconduct you may wish to report the offence to the Police (see below). Even if you have reported a matter to the police, you can still report it to the University or College. The University or College will be able to take precautionary action whilst the police are conducting an investigation, which will prevent the other person from having any contact with you during the investigation.

* If your complaint actually concerns the Senior Tutor, then you should send it to the Master instead, or seek advice from a Tutor or the Chaplain.

A student will never be disadvantaged for raising a complaint that they believe to be genuine. If you raise a complaint against a Fellow or a member of the teaching staff, the University and College will ensure that you will not be assessed by or taught in a small group by that person, nor will you be placed in inappropriate social or academic situations with them.

Some complaints reach a level of such seriousness that the College would be unable to deal with them under its own procedures until the University and/or Police procedures had been initiated, conducted and completed. The *Brief Guide to the College's Disciplinary Procedures* outlines these situations and the Dean can advise you as to whether your complaint falls into these categories.

Reporting to the Police

Some of the misconduct described in this document, such as racial harassment, sexual assault and rape, constitute serious criminal offences. You can choose to report them to the Police, who have the authority and resources to investigate. You can report a rape at any time, including many years after the event.

The local Police website has information on how to report various offences, including:

- Sexual offences at www.cambs.police.uk/information-and-services/Serious-sexual-offences-and-rape
- Hate crimes at www.cambs.police.uk/information-and-services/Hate-crime/Hate-crime-support
- Harassment at www.cambs.police.uk/information-and-services/Stalking-and-harassment

The University's Sexual Assault and Harassment Adviser can provide students with emotional and practical advice following an offence.

Anonymous reporting and informal reports

You can talk to a Tutor or one of the other sources of support listed above to get advice without needing to take it further if you so choose. You can also speak to a JCR or MCR Welfare Officer informally. They will not be able to take formal action, but will be able to direct you to sources of support.

Anyone can anonymously report any type of bullying, harassment or sexual misconduct to the University using the anonymous reporting tool at www.studentcomplaints.admin.cam.ac.uk/anonymous-reporting. However, its purpose is to gather a broader picture of harassment at the University, not to address any specific incidents. No action will be taken as a result, and no information at all will be provided to the College.