



St Andrew's College

Where to go for help

This policy has been developed by the St Andrew's College community

Policy authorised by St Andrew's College Council.

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Where to go for help

No Wrong Door Policy

The priority of St Andrew's College is maintaining the safety, health and wellbeing of all members. The College community is here to support you. The **No Wrong Door Policy** means that if you have any enquiries you can contact anyone in the College community who you feel comfortable talking to. The needs and rights of individuals and the community are paramount and all enquires will be dealt with sensitively, confidentially and respectfully.

To support the **No Wrong Door Policy**, all staff, pastoral care leaders, House Committee members and student mentors have completed physical and mental health first responder training and are happy to assist fellow College members.

Who do I speak to?

You are welcome to approach anyone in the College community but here are some suggestions of who you might like to contact dependent upon the nature of your issue or query.

Respectful Relationships Officers

The role of the College Respectful Relationships Officers is to provide support and information to any one in College who is concerned about any possible discrimination, harassment, sexual harassment, assault, indecent assault or sexual assault.

Respectful Relationship Officer appointed staff members can be found [here](#).

These Officers can provide confidential information and support regarding College policies and procedures. They may be instructed by the Principal to investigate any formal complaints.

Education Program

Not feeling confident with a subject? Worried about your final grade? Thinking about changing degrees? Please complete the [Academic Enquiry Form](#) to request further assistance from one of the following Education team members.

- **Senior Tutor**
- **Education Manager**
- **Academic Heads** (Arts, Business, Economics, Law, Science and Mathematics, Technology/Engineering and Medicine)

Pastoral Care Leaders

Having a rough time at College? Feeling like you don't fit in? Not sure how to get involved?

Having health or wellbeing issues that impacting your life? Feel you need additional support? Missing home? Need someone to chat to? Our [Pastoral Care Leaders](#) can help and all enquires will be dealt with sensitively, confidentially and respectfully.

Pastoral Care Leaders are student members of College who are strongly engaged with the student community. They live onsite throughout College. We also have dedicated members to support our non-residential, Indigenous and DEI members (Non-residential Liaisons and Indigenous and DEI officers).

St Andrew's Students' Club – House Committee

The house committee is elected each year by the students of St Andrew's College consisting of 11 members. The house committee is a group of students that leads and directs the St Andrew's Student Club throughout the year in the many facets of the college and intercollegiate community.

House Committee Roles:

- **Senior Student** - The senior student is the executive officer of the Student's Club who chairs Students' Club and House Committee meetings. The senior student is the main liaison between the Students' Club and the Principal as well as the College Council and plays an important role in dealing with disciplinary issues within the Students' Club. As the public face of the student body the leadership of the senior student demands a desire to take part in the improvements of Andrew's as well as overseeing the leadership in the various sub-committees in the Students' Club.
- **Honorary Secretary** - The Honorary Secretary is principally the liaison between the House Committee, Students' Club and Administration. This includes recording and reporting minutes and all correspondence of Student's Club and House Committee meetings. Major roles of the Secretary include undertaking the room draw, coordinating and publishing the social calendar, organising interviews for prospective students, day-to-day organising for the Students' Club and being a source of communication with Administration.
- **Honorary Treasurer** - The Honorary Treasurer primarily manages the financial responsibilities of the Students' Club as well as upholding executive responsibilities. This includes managing the Students' Club budget, completing quarterly business activity statement for the Australian Tax Office and managing the financial aspects of all Student Club run events.
- **Honorary Assistant Treasurer (HAT)** - The Honorary Assistant Treasurer has many practical roles to ensure the logistical functioning and operation for the Students' Club. The role of the HAT includes; allocating and monitoring car parks, attending and assisting in damages meetings as well as liaising and coordinating with the fResher representatives to ensure logistical duties are upheld. The HAT works closely with the executive, administration, particularly the Bursar, to conduct these roles in a fair and transparent manner.
- **Inter-Collegiate Representative** - The Inter-Collegiate representative's primary role is to liaise between the Students' Club, House Committee and the Inter- Collegiate Committee. The inter-collegiate committee has one representatives from each college. The Inter-collegiate representative for St Andrew's will attend a fortnightly meeting with the rest of the committee to organise, facilitate and liaise major inter-col events. Additionally, it is the inter-col representative's responsibility to communicate important information concerning the broader inter-col community with St Andrew's Students' Club and vice versa.
- **Social Representatives** - The social representatives' role is to liaise with all social secretaries and sub-committees to direct and assist with all events throughout the year where necessary. The social representatives are responsible for the representation and communication between House committee and social sub-committees to ensure transparency in every aspect of the event. In addition to this, the social representatives are responsible for sourcing and organising sponsor businesses for the benefit of Students' Club.

- **Cultural Representative** - St Andrew's College has a number of creative and performing arts ensembles throughout the year. As competitors for the Palladian Cup St Andrew's students compete in public speaking, debating, solo and group vocal, solo and group instrumental, solo and group drama, dance and art. The primary role of the cultural representative is to organise everything related to the Palladian Cup. This includes liaising with inter-collegiate cultural representatives about the competition as well as organising St Andrew's competitors for each section of Palladian. This involves organizing auditions with College staff and liaising with cultural secretaries. In addition to Palladian Cup St Andrew's has additional cultural activities including Dramsoc, art exhibitions, jam nights, gala concerts, choirs, bands and ensembles, acapella groups and gala concerts. The Cultural Representative is responsible for liaising with all cultural subcommittees, assist in organising cultural events and be a source of communication with the House Committee.
- **Sport Representatives** - St Andrew's College has a number of sporting teams and competitions throughout the year. The Rosebowl Cup consists of competition in netball, swimming and diving, rowing, hockey, soccer, tennis, basketball and athletics. The Rawson Cup consists of competition in cricket, swimming and diving, rowing, rugby, soccer, tennis, basketball and athletics. Respectively, the Rosebowl and Rawson representatives' role is primarily to oversee and communicate with the sport secretaries in the running of their campaign in addition to promoting attendance and support for sporting events from the rest of college.
- **Alumni Liaison** - The role of the alumni liaison is to provide reciprocal representation between the Students' Club and St Andrew's college alumni. The alumni liaison is responsible for putting forward any request to the Alumni Committee as well as passing on current news regarding the Students' club. Further to this, the alumni liaison is responsible for organising and coordinating St Andrew's alumni for the careers week and nights throughout the year.

Other Student Leaders

- **Student Mentors** - A Mentor is assigned to each first year student to guide them through their first year at St Andrew's College. New students meet their mentor in Welcome Week. During this time Mentors help new students become part of College and will continue to provide ongoing support and information throughout the year.
- **LGBTQI+ Representatives** - College understands that there may be specific issues for students with diverse sexuality or gender identity. We have student representatives who can provide support and information both in our Pastoral Care student Leader team as within our student body.
- **Students with Culturally and Linguistically Diverse (CALD) Backgrounds** - College understands that there may be specific issues for students with culturally and linguistically diverse backgrounds. Whether a citizen of Australia or an overseas national, members with CALD backgrounds may face particular challenges in the College setting. In addition to our Diversity, Equity and Inclusion Pastoral Care Leaders, College has student representatives from culturally and linguistically diverse backgrounds who can provide support and information.

Campus Support

College Members study at a variety of institutions – UTS, UNSW, Notre Dame, ACU, USyd, and The Conservatorium of Music. Each institution has its own student support services. Please see the relevant institutional website for more details.

University Policies

College members attend a number of tertiary institutions and each of these institutions have policies regarding bullying, harassment, discrimination and sexual misconduct. Students of each institution are bound by these policies as well as St Andrew's College policy. St Andrew's College takes pride in developing policy that is evidence based. You are of course welcome to seek advice from anyone in College you feel can assist. College seeks to ensure that all College members are aware of this policy and can direct you to further support and information if needed.

External Support Options

[Lifeline](#) - 13 11 14

[1800 Respect](#) - 1800 737 732

[Reach Out](#)