

REPORT AND SUPPORT

Annual Report 2022-2023

Sheffield Hallam University

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Welcome

Here at Sheffield Hallam University, we strive to be a safe, tolerant and inclusive community. We stand against all forms of harassment, discrimination and violence, and where this behaviour occurs it should never go unchallenged.

Made up of over 4000 staff and more than 30000 students, we actively encourage anyone within our diverse university community who experiences or witnesses any form of harassment, discrimination, abuse or violence to report it. Incidents are reported through our dedicated online tool - Report and Support - which we launched in September 2018. Reports can be made anonymously or with contact details so that support from our specialist advisors can be accessed.

In 2022 we published our inaugural annual report sharing what we have learned since the launch of Report and Support. We have chosen to publish our reports as part of our drive to raise awareness of these issues within our community, and our commitment to be transparent about both the nature of the issues and how we deal with unwanted behaviour.

Now in its second year, we have made several improvements to the information made available, including the insertion of cumulative data on reports, advice for potential reporting parties, and a synopsis outlining what the data is telling us.

Some year-on-year comparisons are also provided. Figures may vary from previous years as the data set from the Report and Support platform now allows more flexibility in analysis and reporting. The University's Harassment, Sexual Misconduct and Hate Crime Steering Group will continue to work with Culture Shift, Report and Support's provider, to refine it.

Our data presented in this report includes both anonymous reports and those for which personal details were provided. The annual data covers the reporting period 01 August 2022 to 31 July 2023.

It is notable this year that the rate of increase in reports has slowed compared to previous years. While this may provide an early indication of impact, we will continue to monitor this closely, and remain vigilant in relation to any potential fluctuations in report levels. We will also continue to closely monitor the nature of reports, and any wider lessons to be taken from this.

Thank you for taking the time to read this report. We welcome any suggestions for improvements in the report, or in the wider Report and Support process.

Richard Calvert
Chair of University Safeguarding Board and overall Prevent Lead.

Our Policy

Sheffield Hallam University strives to be a safe, tolerant and inclusive community. We stand against all forms of harassment, discrimination and violence, and where this behaviour occurs it should never go unchallenged.

All members of our student and staff community have the right to live, work and learn safely and to always be treated with dignity and respect. We value being a diverse community, and aim to create an inclusive environment where all individuals are respected for who they are and for the contribution they make.

We want to create an environment that is free from harassment, violence, hate and discrimination of any kind, with effective policies and processes in place, a clear system for incidents to be reported, and a range of specialist support available. We know that we haven't always got things right in the past and we are determined to do better, by investing in educational prevention programmes, and in training for support services.

We understand that sexual harassment, abuse or violence can be experienced by any individual, and that women, members of the LGBTQ+ community and disabled people are disproportionately affected in society.

We actively encourage students and staff who experience or witness any form of harassment, discrimination, abuse or violence to report it. Incidents should be reported through our dedicated Report and Support service, where reports can be made anonymously, or with contact details so that support services from our specialist trained advisors can be accessed.

Complainants will always be treated with dignity and respect, and we are fully committed to investigating any complaints or disclosures that are made. We will work together with other appropriate agencies where necessary: these could include the Police, Sheffield City Council, the University of Sheffield, or other groups and support services.



Student Wellbeing



Report and Support



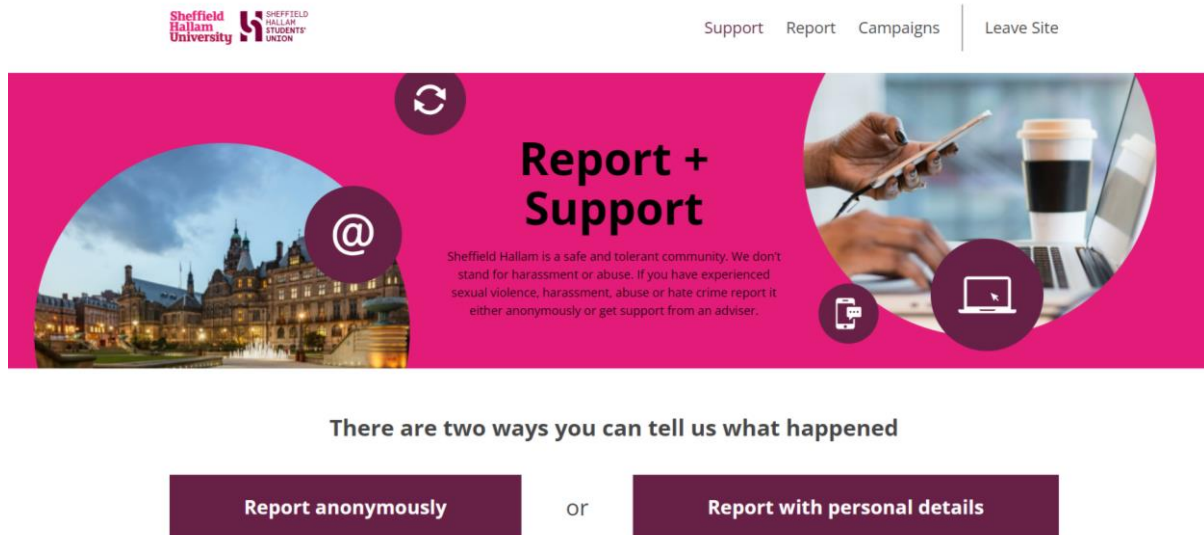
Our Student Charter



Conduct and Discipline

Report and Support

What is Report and Support?



Report and Support is Sheffield Hallam University's online disclosure platform for students, staff and visitors who have been affected by Sexual Misconduct, Bullying, Harassment, Discrimination, Racism, Hate Incidents and/or Hate Crime. The platform recognises the often-intersectional nature of harassment, providing options for both anonymous and named disclosures.

A [video](#) is available on the Report and Support platform home page that enables users to find out more about it.

How to access Report and Support

<https://reportandsupport.shu.ac.uk/>

The questions we ask in Report and Support

Reporting parties answer a series of questions when filling out the reporting form:

	Report Anonymously	Report With Personal Details
1	Are you reporting on behalf of yourself or somebody else?*	Are you reporting on behalf of yourself or somebody else?*
2	What is your connection with the University?*	What is your connection with the University?*
3	Which of the following best describes the situation your report relates to?*	Which of the following best describes the situation your report relates to?*
4	If you think that this incident was motivated by hostility or prejudice	If you think that this incident was motivated by hostility or prejudice

<https://reportandsupport.shu.ac.uk/>

	based on any of the following protected characteristics please indicate which ones	based on any of the following protected characteristics please indicate which ones
5		Please provide any details of the report you would like to make (optional)
6	Location of the incident	Location of the incident
7	When did the incident(s) start or take place?*	When did the incident(s) start or take place?*
8	Date or time range	Date or time range
9	Were you a Sheffield Hallam student at the time of the incident?	Were you a Sheffield Hallam student or member of staff at the time of the incident(s)?
10	Details about the Reported Party	Details about the Reported Party
11	What is their gender?	What is their gender?
12	What is their relationship to you?	What is their relationship to you?
13	What is their position or status in relation to Sheffield Hallam University?	What is their position or status in relation to Sheffield Hallam University?
14	Which area of the university are you connected to?	Which area of the university are you connected to?*
15	Monitoring Questions	Monitoring Questions
16	Age?	Age?
17	Do you consider yourself to be disabled within the definition of the Equality Act 2010?	Do you consider yourself to be disabled within the definition of the Equality Act 2010?
18	What is your ethnic group?	What is your ethnic group?
19	I describe my gender as...	I describe my gender as...
20	Does your gender match the sex you were assigned at birth?	Does your gender match the sex you were assigned at birth?
21	Do you have a religion or belief?	Do you have a religion or belief?
22	What is your sexual orientation?	What is your sexual orientation?
23	Please help us to understand why you are choosing to report this incident anonymously?	Please identify the outcome(s) you would like from this report
24		Please let us know how you would like to be contacted.
25		Can we contact you by phone?*
26		Can we leave a voicemail?*
27		What is your email address?*
28		What is your Staff or Student number?
29		What is your name?

*Indicates a mandatory field

Our journey so far..

September 2018	<p>The Report and Support service was launched offering a secure way to report Sexual Violence, Hate and Harassment.</p> <p>Student Support, Security and Hallam Help staff were all trained on handling disclosures, making referrals and third-party reporting.</p> <p>Engagement and awareness-raising campaigns were launched: 'Is this OK', 'Love not Hate', 'What was she wearing' exhibition.</p> <p>Report and Support posters were placed on every toilet door across the two University campuses, sports facilities, research centres and sent to every accommodation provider. Marketing campaigns ran across the University channels for plasma screens and banner stands.</p>
January – April 2020	<p>Student Wellbeing staff and investigators received training from Lime Culture and Intersol Global.</p>
April 2021	<p>The Office for Students (OfS) published a statement of expectations to provide a clear framework for colleges and universities in preventing and responding to incidents of harassment and sexual misconduct that affect students.</p> <p>The Students' Union's Deputy President and Social Sciences & Arts College Officer developed a policy aimed at reducing sexual violence and relationship abuse amongst students across the UK. The Sexual Violence, NDAs (Non-Disclosure Agreements) and Relationship Abuse policy was passed with no amendment at NUS Conference 2021.</p>
May 2021	<p>In partnership with the Students' Union, we established a Harassment, Sexual Misconduct and Hate Crime Steering Group to have oversight of the University's commitment.</p>
September 2021	<p>We added 'racism' as a stand-alone 'type of incident' as opposed to being a motivating factor in other types of incidents. We increased staffing in Report and Support dedicated to student facing support.</p> <p>An Epigeum 'Being an Active Bystander' course was introduced to students.</p>
October 2021	<p>We upgraded to Culture Shift's 'Gold Package', allowing us to access more proactive measures to drive culture change. We set our Equality Objectives for 2021-24 to embody the University's ambition to create a transformational and aspirational culture of inclusion for all students and staff.</p>

	We launched 'Protect and Respect' a new learning and development programme for all staff - its purpose is to focus on how we continue to build a safe and inclusive culture across the University.
February 2022	Workshops were held to review the work of the Harassment, Sexual Misconduct and Hate Crime Steering group. We implemented a new set of distinct workstreams to feed into the work of the Steering Group.
March 2022	We signed a government-backed pledge to end the use of Non-Disclosure Agreements (NDAs) when dealing with student and staff complaints of sexual harassment, bullying and misconduct.
May 2022	We produced a Harassment, Sexual Misconduct and Hate Crime Policy Statement.
September 2022	Our refreshed Report and Support campaign went live around campus.
November 2022	<p>We agreed that Report and Support should be our one form of truth and all disclosures should be made via this portal.</p> <p>We completed an internal audit identifying ownership and review points of policies that are linked with our work.</p>
December 2022	Our Prevention workstream was re-focused towards building an evaluation plan for the Harassment Sexual Misconduct and Hate Crime Programme, with Prevention reframed as a long-term goal.
February 2023	<p>A training proposal for staff and students was endorsed by the Harassment, Sexual Misconduct and Hate Crime Steering Group</p> <p>The Office for Students approached the University as part of their consultation on a new approach to regulating harassment and sexual misconduct in English higher education.</p> <p>We devised a set of overarching outcomes for the Harassment, Sexual Misconduct and Hate Programme. These outcomes move the Programme beyond monitoring of activity (deliverables) and focus on evidencing the changes which may occur as a result.</p>
May 2023	Our first ever Report and Support Annual Report was published and available to the public and internal stakeholders.
July 2023	We commissioned a Report and Support "Area of focus report". This in work has given us valuable insights into our data and enabled to focus our improvements for 2023-24.

Awareness training for our students

Epigeum Active Bystander Module

To promote an inclusive campus community all students are expected to complete the *Epigeum Active Bystander Module*.

A link to this course is included as an essential element on all course induction schedules.

The Active Bystander course teaches our students:

- How to recognise harassment and hate incidents
- Appropriate strategies for intervening, and,
- How to make a positive impact on your university community from the start

Promotion of the module and awareness:

- We include the promotion of the module on social media during the first weeks of Hallam Welcome
- It is included in pre-arrival email communications with links to <https://www.shu.ac.uk/welcome/prepare/support-and-wellbeing> and to <https://www.shu.ac.uk/welcome/prepare/active-bystander>
- A dedicated section about Report and Support is included in the Insider's Guide directory
- It is included on the explore and returners page as part of the checklist - <https://www.shu.ac.uk/myhallam/returners> and <https://www.shu.ac.uk/welcome/explore>
- We include a message around expected behaviours and how to report and find support should students witness or experience harassment at university.

In 2022-23, 203 students passed the Active Bystander module. Our main challenge continues to be student engagement. There are ongoing discussions on how to encourage key members of the student community to engage, promote and evaluate the module. We will also be seeking opportunities to promote the module at key relevant points of the academic year alongside other University and Students' Union activity.

Other Student Activities:

- Promotion of Report and Support in the Your Hallam Welcome Module and during welcome week
- Inclusion of awareness raising information in the Supporting You at Hallam Session – a mandatory support session that all students are expected to attend during welcome week
- Encouraging and supporting students who disclose to Student Support Advisers to engage with Report and Support
- Delivering a Supporting You at Hallam Session to all staff, including a session on the Report and Support Service and Supporting Students in difficult circumstances

Other awareness training is also available to our students which includes:

- Mandatory Sheffield Hallam University Epigeum Course
- Consent Matters: Boundaries, Respect, and Positive Intervention training
- Healthy relationships training
- Targeted training to student groups such as sports teams
- Bystander interventions training

We are continuing to consider more effective targeting of these resources to increase engagement.

Awareness Training for our staff

Protect and Respect

The University launched the Protect and Respect staff learning and development programme in October 2021. It is aimed at all staff groups within the University, regardless of the role that they do.

The programme presents the University's vision for a safe and inclusive culture and inspires staff to take an active role in promoting and maintaining this. It provides a space for engaging in conversation, exploring different perspectives, and challenging biases. It encourages all staff to be active bystanders and enables them to recognise inappropriate behaviour and understand how best to challenge it.

Module 1

Staff attend an online workshop 'Actively Building a Safe and Inclusive Culture', a 90-minute workshop that is held live.

Modules 2 and 3

Staff are asked to complete two E-learning modules provided by Epigeum:

- Being an Active Bystander
- Responding to Disclosures

Protect and Respect completion rates so far (from October 2021 to July 2023)

- Actively Building a Safe and Inclusive Culture' - 1284 staff
- Being an Active Bystander - 858 staff
- Responding to Disclosures - 733 staff

The main challenge is getting wider engagement with the programme, something we hope to tackle as we continue to roll out the programme on an ongoing basis and as we add new modules to the content of the programme.

Initial evaluation of the early roll out of the programme showed that it had increased levels of confidence in identifying and tackling issues of discrimination, harassment and hate crime. Further evaluation of the most recent rollout of the programme does need to take place to ensure that the programme is still having an impact.

Service Feedback on our Report and Support Service

Providing feedback is never mandatory but is always appreciated by the Student Wellbeing Team and helps us improve our service. We ask all the students we support to complete our feedback form if they wish.

The feedback highlights appreciation for the acknowledgment of worries, approachable and sympathetic team members, efforts made in challenging circumstances, feeling supported and understood, and being equipped to handle unexpected situations at university. Overall, the service provided was seen as incredibly understanding, friendly, and helpful.

Advice from reporting parties to others who are thinking about making a report

We asked our students to offer advice to others who were thinking about making a report to us.

The feedback emphasises the importance of utilising support services even when unsure, highlighting the excellence of the service provided. It encourages seeking assistance despite the challenge of asking for help, reassuring individuals of excellent care and sensitivity from the staff. Additionally, it stresses the benefits of seeking help even when the reporting party is coping okay, and it emphasises the significance of speaking up and seeking support, particularly in the context of recovering from assault.

Our Data Insights

Summary

We've seen an increase in bullying and harassment reports.

- These are up 2.1% points (37 additional reports), making up a quarter of the total reports in 2022/3
- 90% of these are student reports – typically student on student.
- They are taking place in student halls, on campus and online
- If verbal abuse is included as bullying, it makes up 34.6% of all reports.

We've seen an increase of incidents on campus

- 21% of all incidents are on campus, an increase of 4% points this year
- 67% students 28% staff and 5% other
- The majority of incidents are linked to bullying and verbal abuse, mostly against females

Demographics of Reports

- No Ethnic Minority groups reporting in higher proportions than their student population
- Minority Ethnic groups have given 38 reports of racism in 2022/3 but by far the biggest reports are again, bullying/verbal abuse – with over 100 reports
- Females are far more likely to report incidents – with 79% of all reports being from women. Women make up 57% of the total student population
- Disabled students are also more likely to report – with 28% of reports being from people who have declared a disability – students with a declared disability make up 21% of our student population

In detail

Total number of disclosures

Academic Year	Reports	Percentage change from previous year
2018-19	115	
2019-20	195	70%
2020-21	260	33%
2021-22	344	32%
2022-23	394	15%

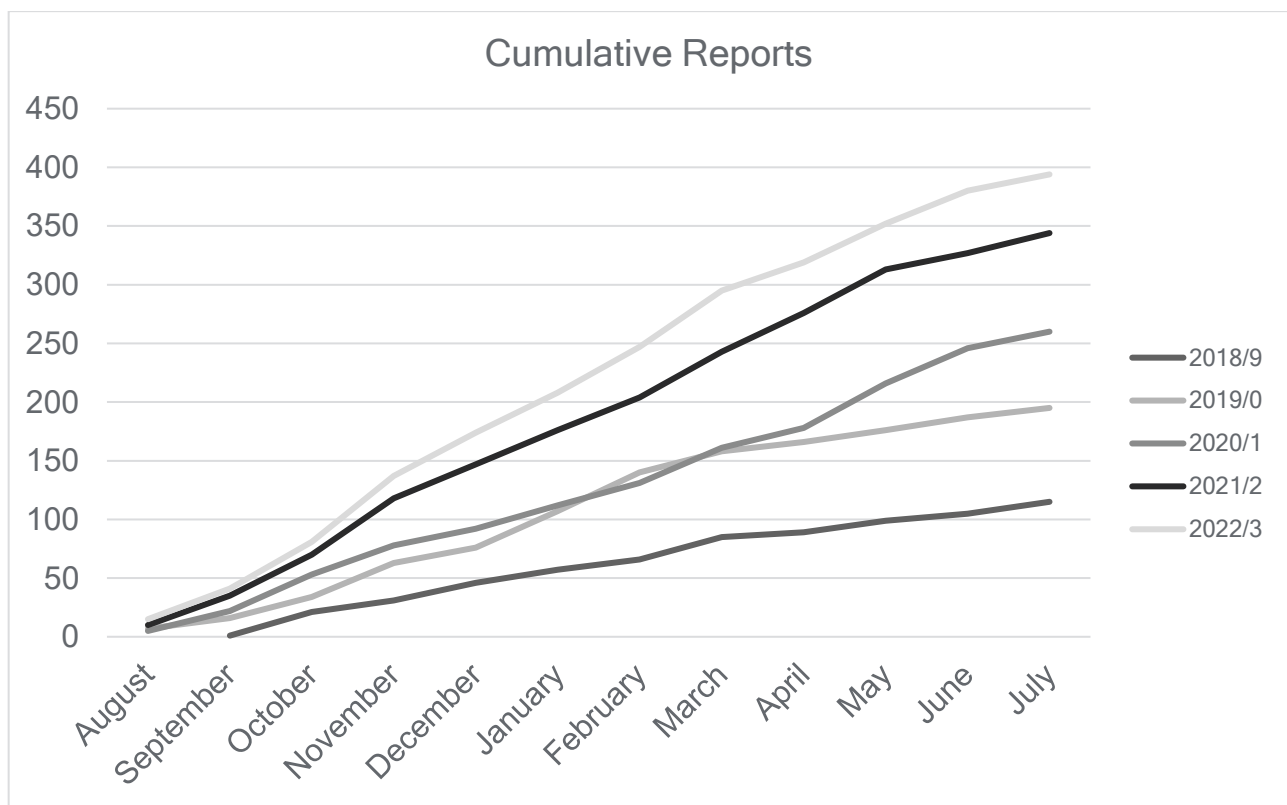
For 2022-23 reports from staff, students and third parties have increased by 50 from the year before. Quite notable is that the rate of increase has slowed down this year. In previous years we've seen year on year increases in reports of about 30%, this year only 15% increase. As a result of our campaigns and engagement, we might now start to see our reports level off and in future, any spikes could be considered as an increase of incidents.

	2018-19	2019-20	2020-21	2021-22	2022-23
Number of reports	115	195	260	344	394
Report Anonymously	31	66	63	86	96
Report with personal details	84	129	197	258	298

For the past three years 75-76% of our reports are from reported parties who included their personal details. This matters to us because each reporting party can be responded to, and where applicable, our in-house specially trained staff will work with all parties who are members of the university community to seek a resolution and take appropriate action. We can also make appropriate referrals to external specialist services such as domestic abuse services, sexual assault referral centre and the Independent Sexual Violence Advocate (ISVA) service.

Cumulative Reports

Month	2018-19	2019-20	2020-21	2021-22	2022-23
August	0	7	5	10	15
September	1	16	22	35	41
October	21	34	53	70	81
November	31	63	78	118	137
December	46	76	92	147	174
January	57	107	112	176	208
February	66	140	131	204	247
March	85	158	161	243	295
April	89	166	178	276	319
May	99	176	216	313	352
June	105	187	246	327	380
July	115	195	260	344	394



What was disclosed?

	2018-19 (%)	2019-20 (%)	2020-21 (%)	2021-22 (%)	2022-23 (%)
Bullying & Harassment (Including stalking)	14.8	14.9	20.1	21.4	23.5
Sexual Assault	43.5	39.2	18.2	16.7	13.4
Verbal Abuse	9.6	5.7	4.5	10.2	11.1
Domestic & Relationship Abuse*	-	1.0	9.5	9.1	9.6
Other	17.4	21.6	18.2	8.7	9.3
Physical Abuse	7.8	7.2	3.8	7.1	7.3
Racism*	-	-	-	6.1	7.1
Online Abuse	-	0.5	20.1	11.2	6.5
Sexual Harassment	7.0	9.8	4.9	7.1	6.3
Drink Spiking*	-	-	-	1.1	3.2
Damage to property*	-	-	0.8	1.3	2.6

() New incident types are reviewed and added by Culture Shift each year and more than one type can be selected in a report)*

In 2022-23 we have seen a marked increase in bullying reports, this has increased by 37 reports this year.

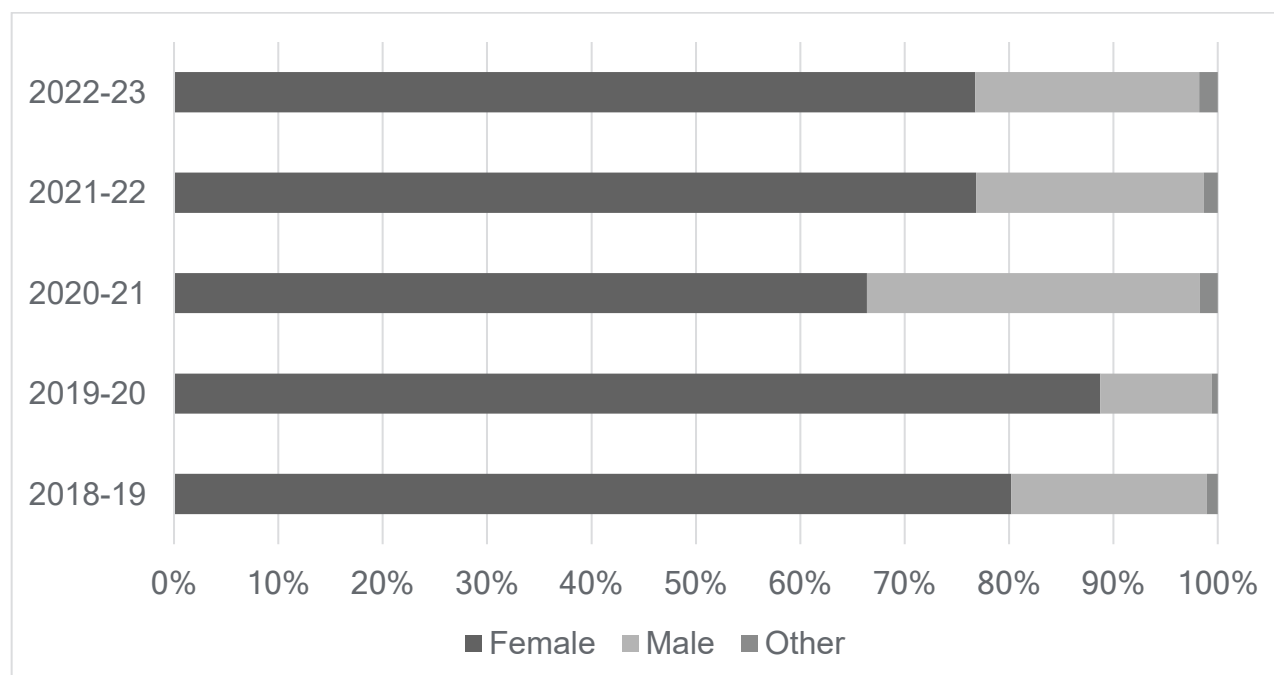
Who is disclosing?

Gender

When a report is completed with personal details, the reporting party can choose whether to disclose their gender or not.

Population	2018-19	2019-20	2020-21	2021-22	2022-23
Female	77	150	156	229	261
Male	18	18	75	65	73
Other	1	1	4	4	6

Proportion of our reports by disclosed Gender



As in previous years, our reports are overwhelmingly coming from females. Females are far more likely to report incidents – with 79% of all reports being from women. Women make up 57% of our total student population.

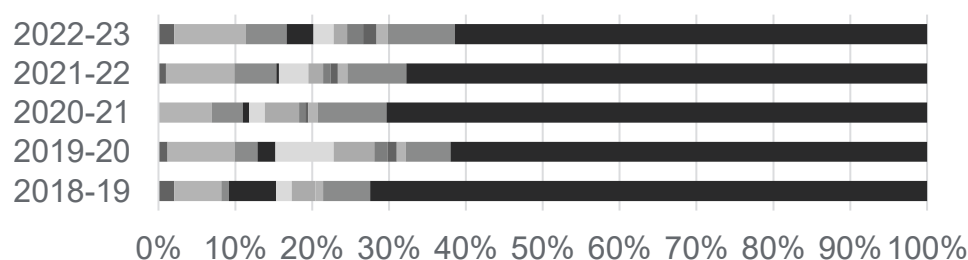
Ethnicity

When a report is completed with personal details, the reporting party can choose whether to disclose their ethnicity or not.

	2018-19	2019-20	2020-21	2021-22	2022-23
Arab	2	2	0	3	7
Asian or Asian British	6	15	17	28	32
Black or Black British	1	5	10	17	18
Chinese	6	4	2	1	12
Mixed White and Black Caribbean, African or Asian	2	13	5	12	9
Other	3	9	11	6	6
Other Asian Background	*	3	2	3	7
Other Black Background	*	2	1	3	6
Other Mixed Background	1	2	3	4	5
Prefer not to say	6	10	22	24	30
White	71	106	173	212	210

*indicates when a new option was added to Report and Support

Proportion of our reports by disclosed ethnicity



	2018-19	2019-20	2020-21	2021-22	2022-23
■ Arab	2.0	1.2	0.0	1.0	2.0
■ Asian or Asian British	6.1	8.8	6.9	8.9	9.4
■ Black or Black British	1.0	2.9	4.1	5.4	5.3
■ Chinese	6.1	2.3	0.8	0.3	3.5
■ Mixed White and Black Caribbean, African or Asian	2.0	7.6	2.0	3.8	2.6
■ Other	3.1	5.3	4.5	1.9	1.8
■ Other Asian Background	0.0	1.8	0.8	1.0	2.0
■ Other Black Background	0.0	1.2	0.4	1.0	1.8
■ Other Mixed Background	1.0	1.2	1.2	1.3	1.5
■ Prefer not to say	6.1	5.8	8.9	7.7	8.8
■ White	72.4	62.0	70.3	67.7	61.4

No Ethnic Minority groups are reporting in higher proportions than their student population.

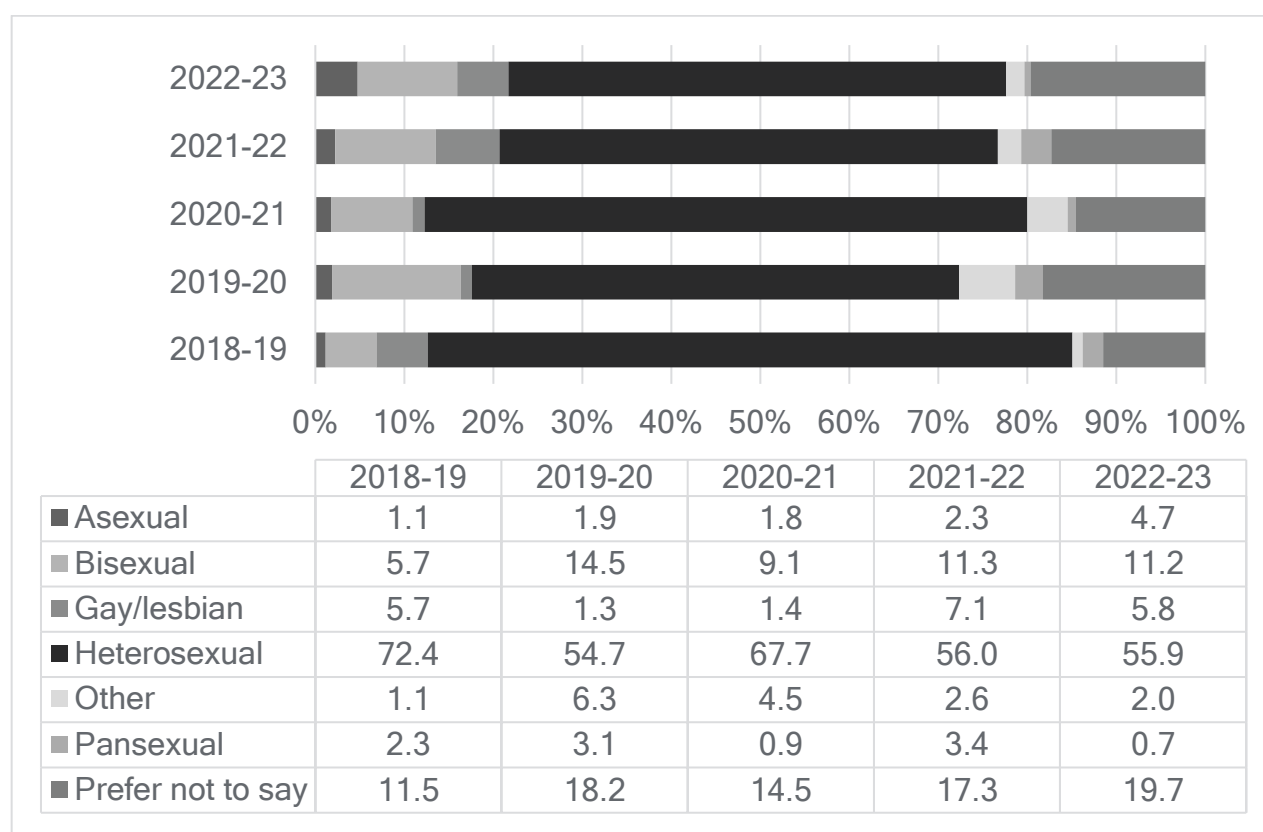
Minority Ethnic groups have given 38 reports of racism in 2022/3 but by far the biggest reports are again, bullying/verbal abuse – with over 100 reports.

Sexual Identity

When a report is completed with personal details, the reporting party can choose whether to disclose their sexual identity or not.

Population	2018-19	2019-20	2020-21	2021-22	2022-23
Asexual	1	3	4	6	14
Bisexual	5	23	20	30	33
Gay/lesbian	5	2	3	19	17
Heterosexual	63	87	149	149	165
Other	1	10	10	7	6
Pansexual	2	5	2	9	2
Prefer not to say	10	29	32	46	58

Proportion of our reports by disclosed Sexual Identity



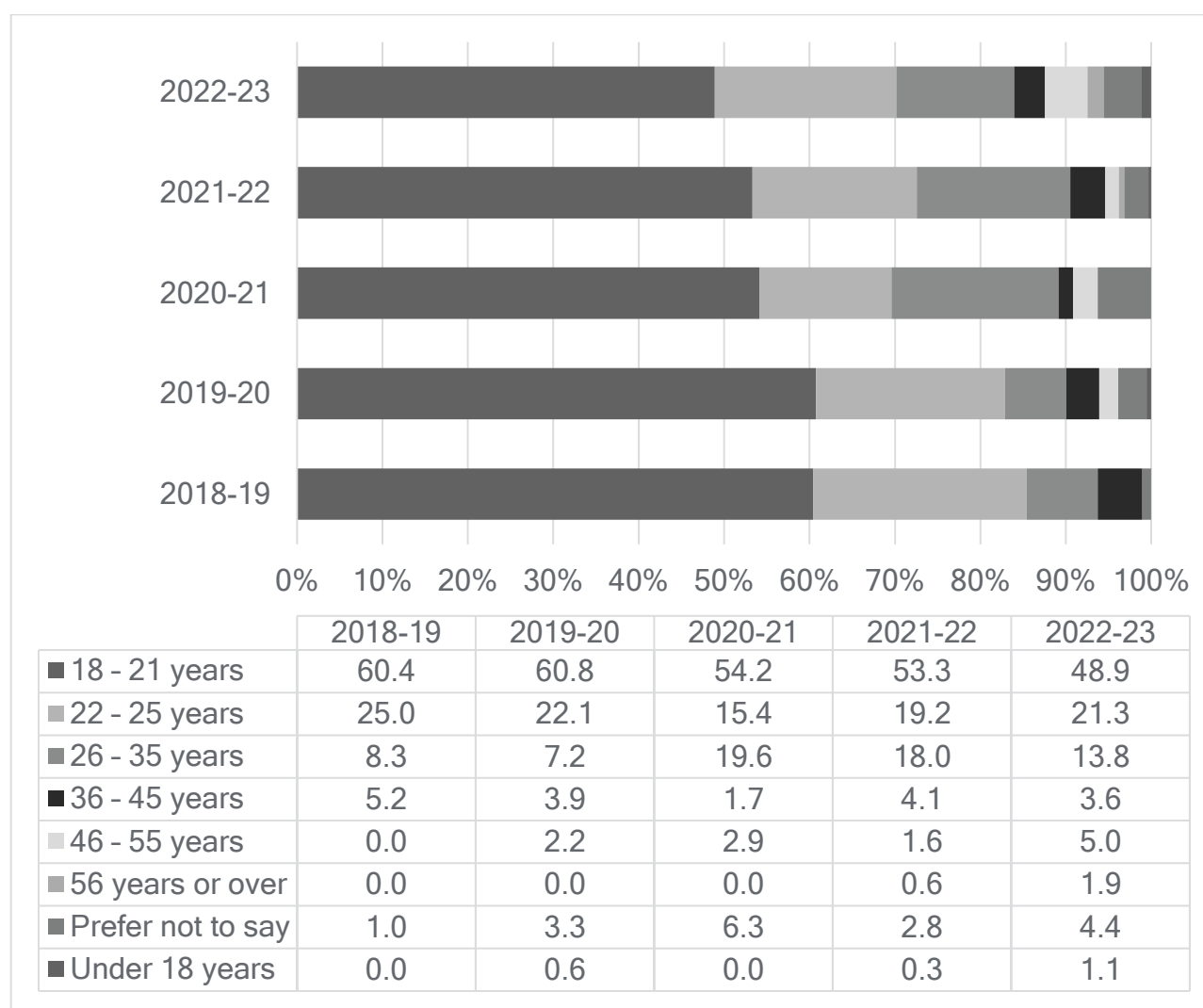
NB In some cases, there are protected characteristics reported by Culture Shift that either aren't reported in Higher Education Statistics Agency (HESA) or use different groupings. We are working to get these more closely aligned to enable population comparisons.

Age

When a report is completed with personal details, the reporting party can choose whether to disclose their age or not.

	2018-19	2019-20	2020-21	2021-22	2022-23
18 – 21 years	58	110	130	169	177
22 – 25 years	24	40	37	61	77
26 – 35 years	8	13	47	57	50
36 – 45 years	5	7	4	13	13
46 – 55 years	0	4	7	5	18
56 years or over	0	0	0	2	7
Prefer not to say	1	6	15	9	16
Under 18 years	0	1	0	1	4

Proportion (%) of our reports by disclosed Age range

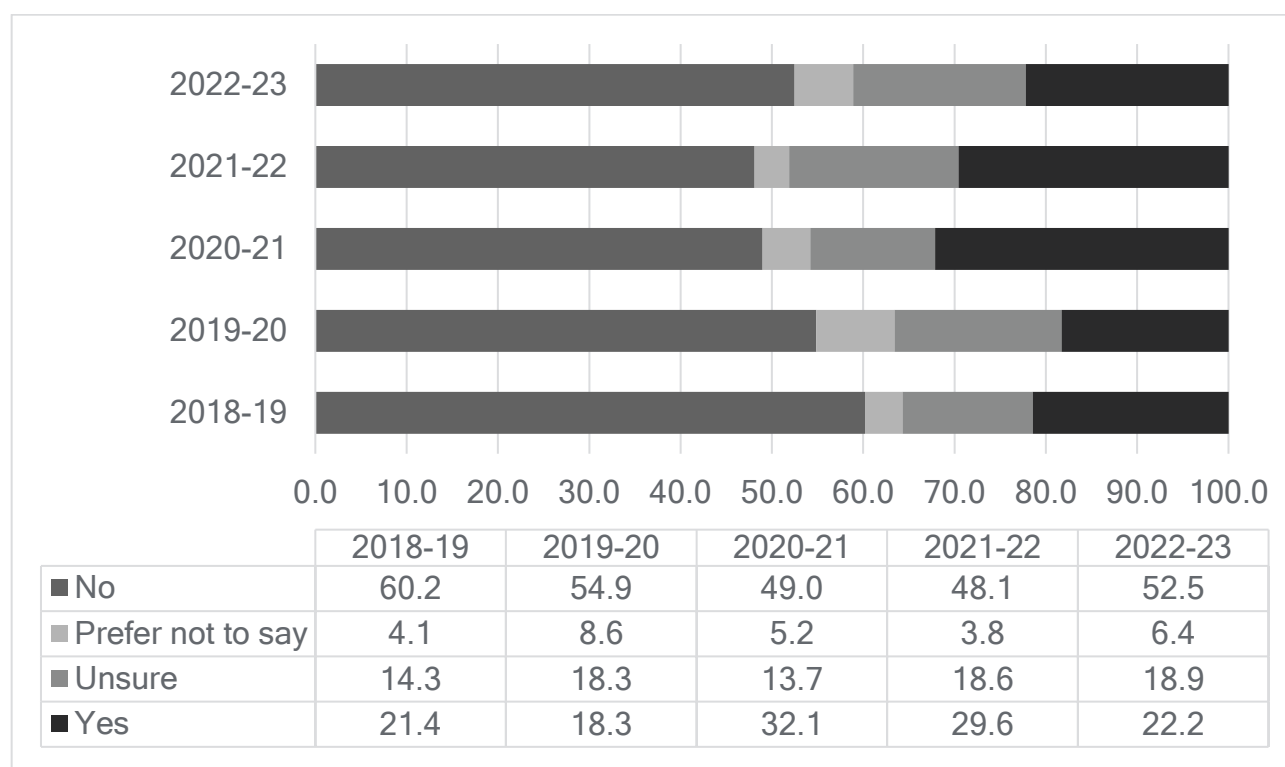


Disability

When a report is completed with personal details, the reporting party can choose whether to disclose their disability or not.

	2018-19	2019-20	2020-21	2021-22	2022-23
No	59	96	122	153	189
Prefer not to say	4	15	13	12	23
Unsure	14	32	34	59	68
Yes	21	32	80	94	80

Proportion (%) of our reports by disclosed Disability



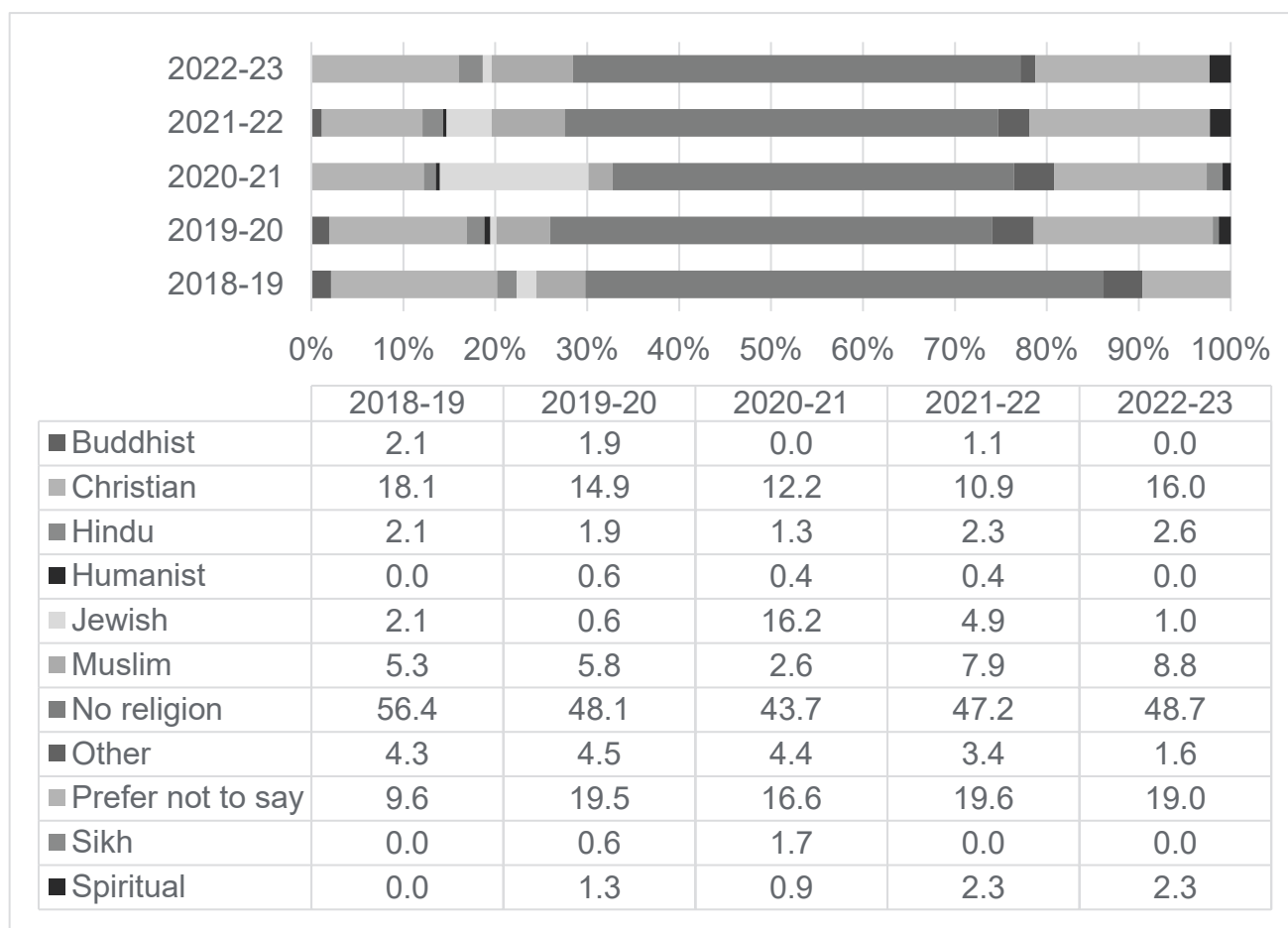
Disabled people are more likely to report – with 28% of reports being from people who have declared a disability – students with a declared disability make up 21% of our student population.

Faith/Religion

When a report is completed with personal details, the reporting party can choose whether to disclose their faith/religion or not.

	2018-19	2019-20	2020-21	2021-22	2022-23
Buddhist	2	3	0	3	0
Christian	17	23	28	29	49
Hindu	2	3	3	6	8
Humanist	0	1	1	1	0
Jewish	2	1	37	13	3
Muslim	5	9	6	21	27
No religion	53	74	100	125	149
Other	4	7	10	9	5
Prefer not to say	9	30	38	52	58
Sikh	0	1	4	0	0
Spiritual	0	2	2	6	7

Proportion of our reports by disclosed Faith/Religion

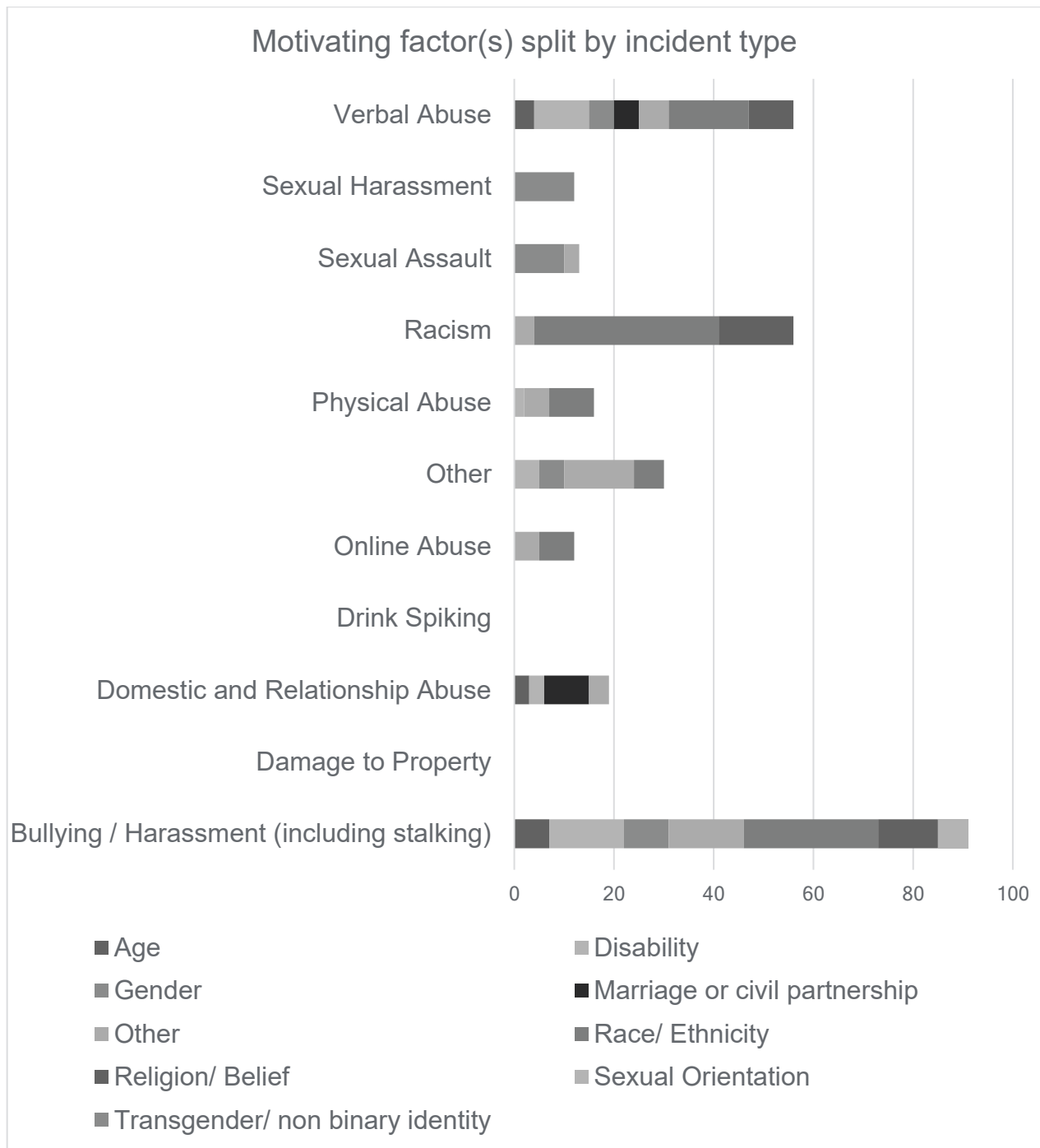


NB In some cases, there are protected characteristics reported by Culture Shift that either aren't reported in Higher Education Statistics Agency (HESA) or use different groupings. We are working to get these more closely aligned to enable population comparisons.

Incident type split by motivating factor(s)

If the reporting party believes their incident was motivated by hostility or prejudice based on any protected characteristics, they can choose to report it to us.

The reporting party can select multiple motivating factors in a single report and reports of 3 or less (<3) are grouped to protect the identity of the reporting party.



* Not all disclosures have motivating factors attached to them. These results (none) have been removed from this set of data.

Where were incidents taking place?

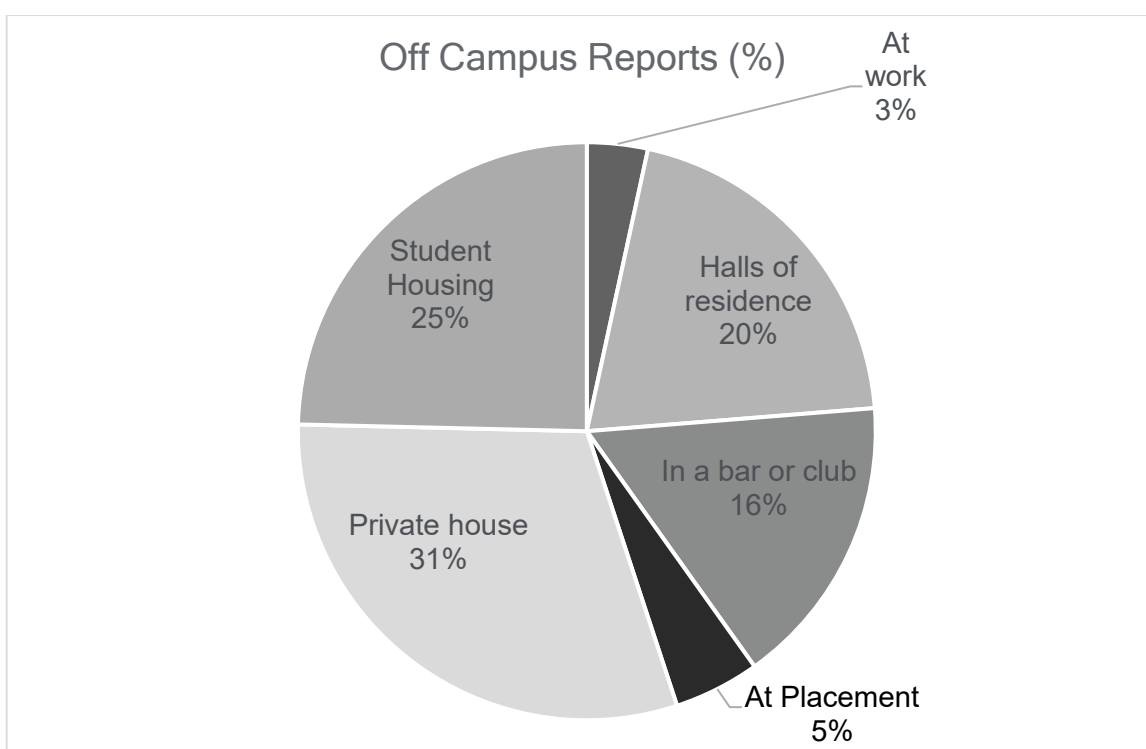
	2018-19	change	2019-20	change	2020-21	change	2021-22	change	2022-23
Off campus	36.5%	-7.1%	29.4%	8.6%	38.0%	11%	49%	-4%	45%
On campus	7.8%	1.5%	9.3%	-6.3%	3.0%	14%	17%	4%	21%
Online	9.6%	4.3%	13.9%	18.4%	32.3%	-14.3%	18%	-5%	13%
Other/Not Known	46.1%	1.3%	47.4%	-21.4%	26.6%	-10.6%	16%	6%	22%

We have seen an increase of incidents on campus

- 21% of all incidents are on campus, an increase of 4% points this year
- The majority of incidents are linked to bullying and verbal abuse, mostly against females

Specific locations of off campus reports in 2022-23

	%
At work	3.4
Halls of residence	20.3
In a bar or club	16.4
At Placement	4.8
Private house	30.4
Student Housing	24.6



Student Disclosures

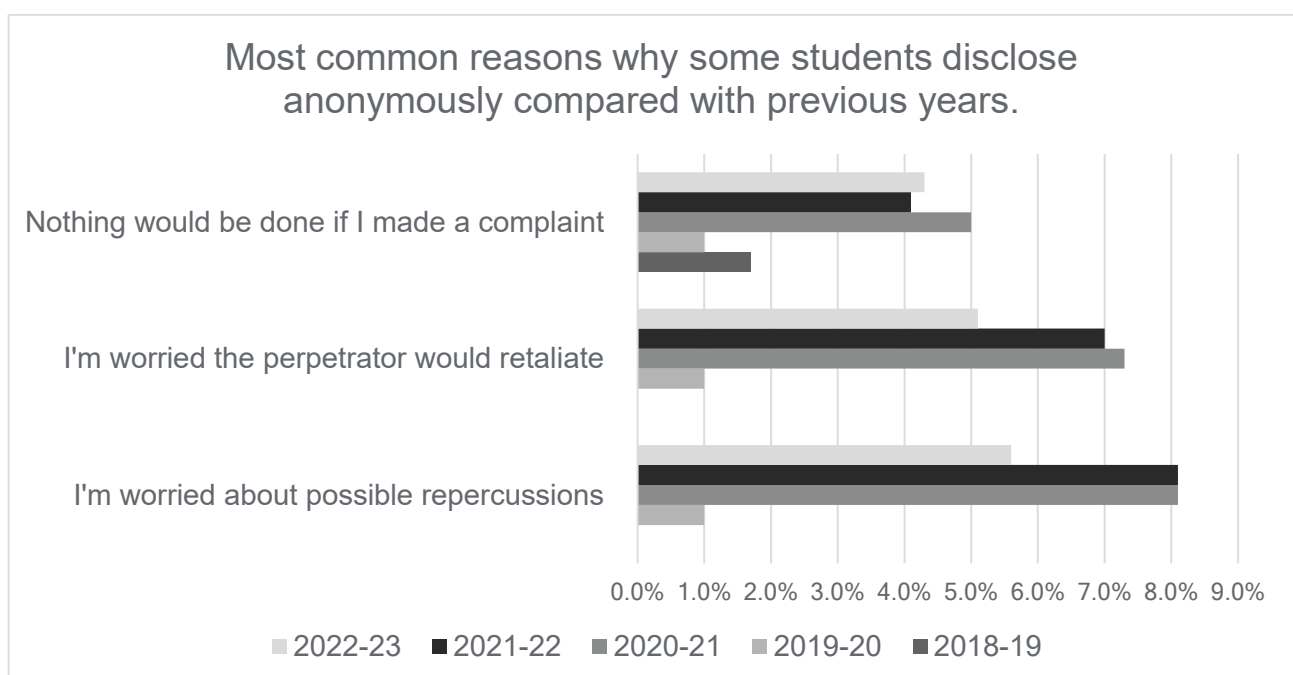
Students who disclosed being affected by harassment, sexual misconduct or hate crime from 2018-19 to 2022-23, both anonymously and with personal details

	2018-19	2019-20	2020-21	2021-22	2022-23
Report anonymously	13	22	48	63	70
Report with personal details*	65	86	140	218	260

"Reporting with personal details is important because the University can only address these issues if we have a picture of what is happening, the prevalence and circumstances. By telling us we can help people explore help and support options."

Most common reasons some students disclose anonymously.

1. I'm worried about possible repercussions
2. I'm worried the perpetrator would retaliate
3. Nothing would be done if I made a complaint



This graph potentially shows that reporting parties are less likely to worry about retaliation from the reported party and it shows more confidence in our Report and Support disciplinary procedure.

Student Discipline Outcomes

These cases are investigated by our Student Policy, Casework & Compliance Team from the last five years and between 2018-19 to 2022-23. Some cases referred to the Team are received outside of Report and Support.

'On hold' cases are ongoing cases due to police investigation.

Sexual Misconduct

Total number of cases	44
On hold	5
Allegation withdrawn/not progressed by reporter	10
Allegation investigated but insufficient evidence to support further action.	14
Allegation considered at the internal resolution stage and a no contact agreement put in place.	11
Allegation considered at Formal Stage 1 and sanction applied.	2
Allegation considered at Formal Stage 2 and sanction applied.	2

Harassment and Discrimination

Total number of cases	112
On hold	1
Allegation withdrawn/not progressed by reporter	34
Allegation investigated but insufficient evidence to support further action.	24
Allegation considered at the internal resolution stage and a no contact agreement put in place.	36
Allegation considered at the internal resolution stage and advisory notices issued to students.	9
Allegation considered at Formal Stage 1 and sanction applied.	7
Allegation considered at Formal Stage 2 and sanction applied.	1

Sanctions available at Formal Stage 1

- I. A written warning advising of the likely consequences of a further breach of the Student Code of Conduct
- II. A behavioural contract
- III. A requirement for you to pay reasonable costs in respect of any identified and quantified damages and/or losses suffered by the University and/or third parties as a result of your actions.
- IV. Withdrawal of specified services and/or exclusion from particular areas of the University.
- V. Restorative justice, e.g. letter of apology, voluntary work (where relevant opportunities are available)
- VI. A requirement to participate in a programme to educate students about misconduct and its consequences.

- VII. A temporary restriction on access to facilities or buildings, or contact with staff and/or other students, for a period not exceeding the remainder of the current academic session, providing that this does not prevent your academic progress.
- VIII. Suspension or temporary suspension from a University Sports team, and/or prohibited from participating in/ representing Sheffield Hallam at University Sporting events.

Sanctions available at Formal Stage 2

- I. Any of the sanctions available at Formal Stage 1.
- II. Suspension from the University for a specified period of time, up to and including three academic terms or an equivalent period.
- III. Exclusion from particular areas of the University, or University activities, for the duration of the student's enrolment at the University.
- IV. Withdrawal of an award already made.
- V. Non-conferment of an award
- VI. No admission to a further course at the University for a fixed period of time or indefinitely.
- VII. Recommendation to the Vice-Chancellor for expulsion from the University.

Staff Disclosures

Staff who disclosed being affected by harassment, sexual misconduct or hate crime from 2018-19 to 2022-23, both anonymously and with personal details

Report Type	Number of reports
Report anonymously*	28
Report with personal details*	22

*Our staff reports are made by staff on behalf of themselves and don't include third party reports which means that we are possibly under reporting in this category.

Most common reasons some staff disclose anonymously

- I'm worried about possible repercussions
- I'm worried the perpetrator would retaliate
- Nothing would be done if I made a complaint

What are our staff reporting?

	Number of reports*
Bullying / Harassment (including stalking)	21
Domestic and Relationship Abuse	1
Online Abuse	4
Other	10
Physical Abuse	1
Racism	12
Sexual Assault	1
Sexual Harassment	8
Verbal Abuse	5

The areas where staff work and numbers of staff who made reports between 2018 and 2023

	Staff Head count (as of 31/07/23)	Number of reports*
College of Business, Technology and Engineering	688	6
College of Health, Wellbeing and Life Sciences	587	12
College of Social Sciences and Arts	1038	10
Professional Services	1993	12
Other	n/a	9

Staff Discipline Outcomes

These are allegations reported to our Directorate of Human Resources and Organisational Development from the last five years, between 2018-19 to 2022-23. Some cases referred to the team are received from outside of Report and Support. We will not report on ongoing cases.

Sexual Misconduct

We have included any allegations of sexual harassment and sexual assault.

Total number of cases	7
Issue/complaint upheld and sanction applied	2
Issue/complaint not upheld and no sanction applied	0
Issue/complaint withdrawn by reporter	1
Issue/complaint resolved informally	4

Harassment and Discrimination

We have included any allegations of harassment, bullying and discrimination. This excludes sexual harassment which has been captured in the above table.

Total number of cases	32
Issue/complaint upheld and sanction applied	7
Issue/complaint not upheld and no sanction applied	8
Issue/complaint withdrawn by reporter	0
Issue/complaint resolved informally	17

The outcomes and sanctions are in line with Sheffield Hallam's Problem Resolution Framework. You can find more information about our policies on our [website](https://reportandsupport.shu.ac.uk/).

Room to improve

Many of the activities outlined in this report form part of Hallam's ongoing commitment to be a safe, tolerant and inclusive community.

Policies and Processes such as Report and Support, Training and Communications have been embedded as standard practice, supported by an effective University governance structure.

The University's Harassment Sexual Misconduct and Hate Crime Steering Group will continue to provide oversight of this work and each one of its workstreams has their own delivery plan.

In addition, we would like to:

1	<p>To meet the requirements set out by the OfS.</p> <ul style="list-style-type: none"> To seek approval of our design and delivery proposal within our training strategy and training plan for both students and staff.
2	<p>To be more data driven in the prioritisation of our activity</p> <ul style="list-style-type: none"> Produce a Strategic Reporting Framework. Ensure we include prevalence data in our reporting. Compare our student population with reporting data more robustly, highlighting the proportions. Share data more widely internally with College Leadership Teams Continue to commission timely "area of focus reports" to target our efforts on process improvement. Refine our staff data and work with Culture Shift on ways to demonstrate, more accurately the prevalence of the issue within our own staff population.
3	<p>To further develop our Trauma Informed Practice</p> <ul style="list-style-type: none"> Develop and deliver training to various staff groups on adopting a 'trauma informed approach' when dealing with anyone who may have experienced a traumatic incident or situation. To continue to review our cases received into Report and Support via a victim centred view and identify opportunities, gaps in sanctions/outcomes to continually improve our processes and service.
4	<p>To concentrate our energy into creating space and time to discussing particularly sensitive issues e.g. through our Silver Group Case Reviews on legal, inclusion and community.</p>
5	<p>To maximise the benefits of the Culture Shift gold package</p> <ul style="list-style-type: none"> Continue to attend knowledge forum and community of practice events Engage with our Customer Success Manager Continuously review our Reporting process via Report and Support

6	<p>To ensure we continue to work in partnership with our stakeholders.</p> <ul style="list-style-type: none">• Work with the Students' Union and continue to be actively engaged in a number of preventative and harm reduction campaigns.• A commitment to continue to be represented at the Sheffield Hate Crime Priority Group and engage with training provided through the group.
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