

Concerning Behaviour Intervention Policy

1. Purpose

- 1.1 This policy outlines the university's process for identifying and managing concerning behaviour in an effort to mitigate the risk of harm to persons at UTS and ensure the safety of all campus users.

2. Scope

- 2.1 This policy applies to all students and all staff, affiliates and visitors who interact with the university.
- 2.2 This policy does not apply to emergency situations.
- 2.3 Where an individual displaying concerning behaviour is both a staff member and a student, the matter may be managed under the student rules and/or the [Code of Conduct](#) as determined by the Concerning Behaviour Assessment and Intervention Team in consultation with the Director, Human Resources Unit.

3. Principles

- 3.1 Staff, students, affiliates and visitors to the university have work health and safety responsibilities, to themselves and to each other.
- 3.2 This policy should be read in conjunction with the [Student Rules](#), [Code of Conduct](#), [Student Rights and Responsibilities Policy](#), and the [Equity, Inclusion and Respect Policy](#).
- 3.3 Students, staff and affiliates are strongly encouraged to be aware of their surroundings and to be alert for behaviour that may present a concern. Students, staff and affiliates are empowered to immediately report any situation that involves concerning behaviour.
- 3.4 All persons lodging a report should do so in good faith. Any false or misleading reporting may be considered misconduct and result in disciplinary action.
- 3.5 Reports of concerning behaviour will be addressed and managed on a case by case basis.
- 3.6 CBAIT will take all reasonable steps to ensure that staff and students impacted by concerning behaviours will be referred to the appropriate supports ([UTS Employee Assistance Provider](#) and/or [Health and Wellbeing Partners, HRU](#) on Staff Connect for staff and [UTS Counselling](#) and/or [Student Support Unit](#) for students).

4. Policy statements

Concerning Behaviour Assessment and Intervention Team (CBAIT)

- 4.1 Concerning Behaviour Assessment and Intervention Team (CBAIT) assesses and responds to reports of concerning behaviour. CBAIT is committed to improving the personal safety of all students, staff, affiliates and visitors by taking a holistic approach to the management of concerning behaviour by a student, including assessment of reported incidents and, where necessary, management of interventions.
- 4.2 CBAIT operates to identify, manage and where possible prevent or reduce identified behavioural risks occurring. This is achieved by:
- applying a thoughtful approach to the prevention, identification, assessment, intervention and management of persons with concerning behaviour
 - developing strategies and processes to strengthen the university's capacity to identify high-risk situations or individuals
 - enhancing early intervention strategies, and
 - in the event of behavioural incident, assisting in the post-incident management and recovery of staff and students.
- 4.3 CBAIT is made up of the following members:
- Director, Student Services Unit (Chair)
 - Director, Student Administration Unit (Deputy Chair)
 - Head, UTS Counselling Service
 - Manager, UTS Security
 - Senior Advisor, Student Misconduct and Appeals
 - Deputy Director, Global Engagement
 - Director, Human Resources or nominee
 - Director, UTS Legal Services (legal advisory capacity).
- 4.4 Additional members may be invited or co-opted to CBAIT by the Chair as required by the specific circumstances of the reported behaviour. Members may assign a delegate on an ad hoc or ongoing basis.
- 4.5 CBAIT will meet:
- regularly (as determined by the Chair from time to time)
 - on demand (in response to specific incidents of immediate risk), and
 - at least once per year to determine meeting procedures, propose changes to membership or this policy and determine quorum.
- 4.6 CBAIT will utilise available resources and engage in consultation as appropriate to assist it in gathering information about persons whose behaviour is of concern from all available sources, including relevant records where appropriate (in line with the [Privacy Policy](#)). Inquiries may be made by individual members of CBAIT or by CBAIT acting as a convened group.
- 4.7 While CBAIT cannot guarantee prevention of critical incidents, nor account for all identified behavioural risks, it will endeavour to contribute to a safer campus for students, staff and others, providing a place for their concerns to be addressed.

Reporting concerning behaviour

- 4.8 Although CBAIT is responsible for managing reports of concerning behaviour, there are some concerning behaviours which should be reported directly to either the UTS Counselling Service or UTS Security.
- 4.9 The [UTS Counselling Referral Grid](#) (PDF 108kb) published by the Student Support Unit, is available to assist staff in recommending appropriate support and referral pathways for students. Concerning behaviour that should be referred to Head, Counselling may include, but is not limited to:
- irregular emotional behaviour
 - unusual nervousness
 - tension or anxiety
 - expression of suicidal thoughts or feelings
 - talk of suicide or self-inflicted injury, or a
 - marked deterioration in a person's behaviour, academic or workplace performance, appearance or conduct.
- 4.10 Any behaviour that appears to pose a clear and immediate threat should be reported to UTS Security immediate by dialling 6 from a campus phone or 1800 249 559.
- 4.11 In order to provide an immediate response, matters may be responded to by CBAIT members individually or collectively. Any immediate response must be reported to the next CBAIT meeting.

Investigation of concerning behaviour

- 4.12 Upon receiving a report from UTS Security, Counselling, or from another source, CBAIT will undertake an investigation and:
- make assessment of the reported behaviour
 - recommend interventions, support mechanisms, threat management plans, active monitoring plans and other strategies to manage the behaviour and/or its outcomes, and
 - actively coordinate or delegate these strategies.
- 4.13 Outcomes of a CBAIT investigation may result in:
- student misconduct proceedings in line with the [Student Rules](#)
 - a referral under the [Course Related Work Experience: Procedures for Reporting Obligations to the Australian Health Practitioner Regulation Agency \(AHPRA\)](#)
 - other interventions and management strategies as determined by CBAIT.

Privacy and reporting

- 4.14 CBAIT will take all reasonable steps to maintain the privacy of those involved (reporters of concerning behaviours, those impacted by concerning behaviours, individuals with concerning behaviours, etc.), and develop a repository for information in line with the requirements of the [Privacy Policy](#) and [Records Management Policy](#).

- 4.15 CBAIT will report incidents and concerning behaviours to external authorities as appropriate, where required to by law, and/or where an imminent danger or threat is perceived.
- 4.16 CBAIT will provide an annual report to the Deputy Vice-Chancellor (Education and Students).

Education and awareness

- 4.17 CBAIT will recommend and contribute to university communication strategies and awareness campaigns to inform the university community of responsibilities and mechanisms for reporting concerning behaviour.
- 4.18 Members and alternates of CBAIT will receive ongoing training and professional development opportunities to support them in their role on CBAIT. CBAIT members may also provide other university staff and affiliates with additional training and advice in relation to the management and reporting of concerning behaviour by students.

5. Policy ownership and support

- 5.1 **Policy owner:** The **Deputy Vice-Chancellor (Education and Students)** is responsible for policy enforcement and compliance, ensuring that its principles and statements are observed. The Deputy Vice-Chancellor (Education and Students) is also responsible for the approval of any associated university level procedures and CBAIT membership.
- 5.2 **Policy contact:** The **Director, Student Services Unit** and **CBAIT** are responsible for the day to day implementation of this policy and act as primary contacts for advice on fulfilling its provisions.

6. Definitions

The following definitions apply for this policy and all associated procedures. These are in addition to the definitions outlined in [Schedule 1, Student Rules](#).

Affiliates is defined in the [Code of Conduct](#).

Concerning behaviour may include, but is not limited to:

- aggressive, intimidating or irrational behaviour through words, actions and/or electronic means of communication that could generate fear, lead to, or threat of violence
- inability to control anger, confrontational or disturbing words or actions
- any threat or act of violence, sexual harassment or assault damage to property
- expression of suicidal acts, including vague statements regarding suicide or self-inflicted injury, violent thoughts or violent intentions
- expression of violent acts, including vague statements regarding the harm or injury of others, violent thoughts or violent intentions
- general, specific, or implicit threats
- any written or visual content that express or otherwise indicate a fascination or preoccupation with violence to self or to others
- stalking (or other obsessive behaviour through) actions and/or electronic means.

Emergency situations refer to behaviour that appears to pose a clear and immediate threat. In such situations, call UTS Security immediately by dialling 6 from a campus phone or 1800 249 559.

Professional training opportunities include certified threat assessment training (for example HCR-20 tool for assessing concerning behaviour) to enable evidence-based justification of information sharing and decisions affecting student, staff and others.

Approval information

Policy contact	Director, Student Services and CBAIT
Approval authority	Vice-Chancellor
Review date	2022
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Superseded documents	Concerning Behaviour Assessment and Intervention Team (CBAIT) Vice-Chancellor's Directive

Version history

Version	Approved by	Approval date	Effective date	Sections modified
1.0	Vice-Chancellor	06/02/2020	05/03/2020	New policy

Web version

[Concerning Behaviour Intervention Policy](#)

References

[Code of Conduct](#)

[Equity, Inclusion and Respect Policy](#)

[Privacy Policy](#)

[Records Management Policy](#)

[Risk Management Policy and Procedures](#)

[Student Rights and Responsibilities Policy](#)

[Student Rules](#)

[UTS Counselling Referral Grid](#) (PDF 108kb)

Acknowledgements

UTS wishes to thank the University of Alabama in Huntsville for the use of some aspects of their Behavioural Evaluation and Threat Assessment Policy in developing the original directive in 2013.