Report and Support – Reporting Tool

1.   Report and Support is a reporting software tool that allows students to make formal reports to the Student Services team about a variety of issues including gender-based violence, harassment and bullying or safeguarding and mental health support directly through the Student Portal. These reports can be created at any time either by providing contact details or reporting anonymously.

The three main ways in which the College are using Report and Support are:

- Reporting Tool (Named and Anonymous)
- Case Management (Support Services and College Safeguarding Network)
- Analytics

2.   The Report and Support webpage also provides support articles available on topics including mental health and wellbeing, gender-based violence and safeguarding, etc. In addition, when students make a report, they will receive an automated response linking to support articles relevant to the disclosure made.

3.   Some of the key benefits of having a reporting tool in place are that it helps increase reporting rates across the College, it encourages a culture of proactive prevention and support and builds trust and empowers individuals to know concerns and issues are taken seriously. All reports are responded to by Student Services in a timely manner.

4.   In AY 2024-25, there were a total of 89 reports made on Report and Support (see Table 1 for breakdown on incident type). 79 reports were on a named basis and 10 on an anonymous basis. This is in comparison to AY 2023-24 where there were 104 total reports made. 101 were named and 3 on an anonymous basis.

5.   Some of the reasons sitting in General Concern/Other include the following: timetabling, transport, learning support, IT devices, immigration, substance misuse.

6.   The majority of reports made in the past two academic years are in relation to mental health and wellbeing, safeguarding or a general concern.

7.   A small number of reports relate directly to sexual misconduct or gender-based violence. In most cases these incidents refer to incidents that take place in an off campus setting such as in a social setting or residential space. All these reports were on a named basis with contact and support then provided by Student Services.

Reports through Report and Support

Table 1: Incident type (AY 2023-24 and AY 2024-25)

Year	General Concern	Mental Health and Wellbeing	Safeguarding or Prevent Concern	Other	Sexual Misconduct or Gender-based Violence	Homelessness (unstable housing)
2023-24	21	37	21	34	4	-
2024-25	27	23	15	19	8	3
Year	**Harassment**	**Bullying**	**An Assault**	**Financial Crisis**	**A Hate Crime**	**Estrangement (Family Breakdown)**
2023-24	3	1	3	-	1	-
2024-25	3	2	2	2	1	1

To note:
1. Students will disclose multiple issues/concerns through one disclosure
2. Most incidents in relation to sexual misconduct/gender-based violence/assault are taking place off campus