

PROGRAMS TO ASSIST AND ADVISE YOU

On the college Moodle site there are a number of Modules to assist you. Go through them and if you have any questions talk to the student support coordinator for clarification.

The modules include:

- Academic Integrity
- Safe and Well
- SASH Sexual Assault and Sexual Harassment

There are also a number of policies on the Moodle site which will inform you of the college practices and procedures in these areas.

PHONE NUMBERS TO REMEMBER

For **Information** or advice the college Student Support Coordinator - (02) 8775 3129

Burwood Medical Centre 85 Burwood Rd, Burwood NSW 2134 - (02) 9747 4330

National Home Doctor Service - 13 74 25.

In case of an **Emergency** - Police, Fire Brigade, Ambulance, dial 000

Download the free app at <https://emergencyapp.triplezero.gov.au>

Mental Health Line – 1800011511

Headspace – <https://www.headspace.com>

Reachout - <https://au.reachout.com>

Beyond Blue - <https://beyondblue.org.au>

Mindspot - <https://mindspot.org.au>

If you would like to talk to a trained counselling professional or need help, please call **Lifeline** on 13 11 14

AT THE COLLEGE

Should you require support or counselling please contact us on 02 8775 3129 or (after hours) Dr Len Smith 0408967720

Merilyn Smith—Student Wellbeing and Safety Committee- merilyn.smith@ccs.edu.au

Kerrie Merchant – Acting Head of Counselling - kerrie.merchant@ccs.edu.au

Paul Porta – Pastoral Care – paul.porta@ccs.edu.au

USEFUL WEB RESOURCES

See the Living in Australia section for further information on staying safe in Australia.

<http://www.studyinaustralia.gov.au>.

Useful tips on staying safe on public transport in a variety of languages.

<http://www.thinkbefore.com.au>.

Safety information for Sydney trains.

http://www.cityrail.info/travelling_with/safety_and_education.

Water safety information.

http://sydney.edu.au/current_students/student_services/safety.shtml.



Australian College of
Christian Studies

SAFE AND WELL Information Booklet



Australian College of Christian Studies students and staff all aim to ensure we stay safe and well within the College community. There are a number of things we need to be aware of in order for us to do this well.

It is everyone's responsibility to be mindful of what we as individuals need to know and do to stay safe and also to be respectful of the need for others to do so.

The following is a fact sheet aimed at providing you information to help you

TAKE GOOD CARE OF YOURSELF

1. **Avoid placing yourself in potentially dangerous situations**
2. **Know who is available to help should you need it**
3. **Inform a relevant person of the outcome**

It is each student's responsibility to take reasonable care to ensure they are safe and well. Here are a few things to be aware of:

STAYING SAFE WHEN YOU ARE OUT AND ABOUT

Keep in mind places are generally less safe at night or when other people are not around and that while they may seem friendly not all people are so:

- avoid dark and isolated places
- it is best not to talk to strangers
- always take your mobile phone with you when you go out
- don't let others see valuable equipment or jewellery and don't leave valuables unattended
- let others know if you are going somewhere new
- be cautious about withdrawing or carrying large amounts of money
- don't give your address, email or phone number unless you know the person or who they work for and why they need to know
- don't drive unless you have an international driver's license

If you are concerned:

- leave the situation quickly
- call for help if you feel unsafe
- call the police if it is an emergency

STAYING SAFE AT HOME

- it is a good idea to have a first aid kit
- keep your doors and windows locked and don't let strangers into your home unless you organised for them to come
- check you have a smoke alarm and where to go should there be a fire
- if you are unsure call the college student support coordinator for advice
- if you are hurt call a doctor – see the number below or
- go to the hospital out patience.
- if you are in danger or it is an emergency call the police, fire brigade or ambulance depending on the need

STAYING SAFE ON PUBLIC TRANSPORT

- learn the rules for crossing roads, boarding trains or buses and keep to them
- keep a copy of timetables for the bus or train to avoid long waits particularly at night
- don't walk alone from the train or bus to your home at night
- stay near the driver or where other people are sitting

IF YOU GO SWIMMING

- if you are at the beach swim between the flags
- use sun block if you are in the sun for a long time
- keep valuables in a safe place
- don't swim after sunset or before dawn
- don't swim in deep rivers or waterways

- don't swim in rushing water ways or strong currents
- check to ensure the water is safe free from blue bottles or other unsafe creatures
- learn to swim
- ask the lifeguard if you have any questions

MEDICAL SUPPORT

- there is generally a medical centre in most shopping precincts. There is one near the College, see details below.
- there is also a Home Doctor Service where a doctor will come to you if it is not an emergency, see details below.
- You can go to a public hospital as they have an emergency department which is always open.
- if it is an emergency and you cannot get to a hospital then call 000.

SELF CARE

It is recommended you design and maintain a self care plan to promote your health and well being. Aspects should include your physical, mental, social and spiritual well being. Examples might be:

- Physical - Exercise, rest and eat well
- Mental - Consider such things as joy and gratitude
- Social - Stay connected with others through friendship or team work
- Spiritual - Stay connected with God and His people

THERE ARE PEOPLE HERE TO HELP YOU

AT THE COLLEGE

The College has a student support coordinator who can assist you if you have any questions or are in need of assistance.

Some of the areas of support are;

- Advice about various services for health
- College policies and expectations
- Who to see for:
 - Academic advice
 - Counselling needs or
 - Pastoral care
 - Legal advice
 - Careers
- How to report a concern or incident:
 - What to do if you feel harassed or have been inappropriately treated by someone.