

Western Sydney University

Global Learning

**Student Group Travel Risk Assessment**

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Name of Project

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Host Country

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Month(s) and Year of activity, e.g. January 2024

1. Introduction

This document enables Western Sydney University staff to complete a risk assessment for Learning Abroad programs. Users will be required to determine the likelihood of an event occurring and consider ways to mitigate these risks. The document enables the:

* Collation of information about the hazards associated with the international travel, including COVID-19, Health, Safety, Local Laws, and Travel.
* Consideration of methods for mitigating the risks
* Use of the results for improving pre-departure information for participants

**This document is attached to the Learning Project Proposal.**

For further information see the Guidelines for Developing International Short Programs.

**Multiple Countries**

This form is designed for one country only. If you are visiting multiple countries (not including transit), you are required to complete a plan for each location.

1. Personal Details

Person completing this form

|  |  |
| --- | --- |
| Name |  |
| Position |  |
| School / Institute |  |
| Phone |  |
| Email |  |

Main Project Lead (if different from above)

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| --- | --- |
| Name |  |
| Position |  |
| School / Institute |  |
| Phone |  |
| Email |  |

Project Details

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| --- | --- |
| Government reference number (if applicable) |  |
| Project Account |  |
| Host Country |  |
| Host city(s) |  |
| Host partner universities/organisations |  |
| Area of Study/Disciplines: |  |
| Level of Study |
| [ ]  Undergraduate [ ]  Postgraduate coursework [ ]  Postgraduate research |
| Year of Study |
| [ ]  Year 1 [ ]  Year 2 [ ]  Year 3 [ ]  Year 4 [ ]  Year 5 [ ]  Other |
| Will the students receive academic recognition for participation in this opportunity? |
| [ ]  Yes [ ]  No [ ]  Unsure |
| Type of Student Experience |
| [ ]  Subject at Overseas University [ ]  Study Tour [ ]  Research [ ]  Work Experience [ ]  Service Learning / Volunteering [ ]  Online Global Learning [ ]  Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| During period will the program take place? |
| [ ]  January [ ]  February [ ]  June [ ]  July [ ]  August [ ]  November [ ]  December [ ]  Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Proposed duration of Program (e.g. 6 weeks) |  |
| Proposed commencement date overseas |  |
| Number of staff/leaders: |  |
| Minimum number of students required:  |  |
| Start Date Overseas |  |
| End Date Overseas |  |
| Have students been recruited for this opportunity? Are applications closed? | [ ]  Yes [ ]  No  |
| If the students are participating in Group Travel, what is the final payment date to FCM for airline tickets? Please type ‘N/A’ if not applicable or uncertain. |  |

1. Host Location Risk Rating

**Travel Advice**

Visit [Smartraveller](https://www.smartraveller.gov.au/destinations) and search for the host location. What is the current Travel Advice for the Host Country?

 [ ]  Level 1: Exercise normal safety precautions

 [ ]  Level 2: Exercise a high degree of caution

 [ ]  Level 3: Reconsider your need to travel - please consult with the international office

 [ ]  Level 4: Do not travel - please consult with the international office

Need assistance, click on the video image below.

**Cities**

Login to [International SOS](https://myportal.internationalsos.com/) (member number 12AGDA915576).

**What level is the travel risk in the Cities you are visiting?**

 [ ]  Low Travel Risk

 [ ]  Medium Travel Risk

 [ ]  High Travel Risk

[ ]  Other/Comment:

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1. Knowledge of the Host Location

A potential hazard is that staff managing a program, may have limited experience in Learning Abroad and/or knowledge of the host location. This may result in poor planning and risks to the participants. Failure to adequately prepare and plan, may result in disruption to the project, physical or psychological damage to participants, litigation, or damage to university reputation. See [Risk Management in Learning Abroad](https://www.westernsydney.edu.au/globalmobility/goglobal/home/ILP/concept_and_risks).

**How can the likelihood and the impact of these incidents be reduced?**

Tick the appropriate responses below.

 [ ]  Staff have practical experience in the host location

 [ ]  The project is utilising in-country partners and/or host organisation(s)

[ ]  Staff have conducted a field visit to the host location

[ ]  Staff receive extensive training prior to going abroad

[ ]  Consideration is given to the academic calendar, student assessments, and seasons abroad

[ ]  Other:

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**With the above mitigation strategies in place, what is the likelihood of these concerns happening?**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Rare (1)[ ]  | Unlikely (2) [ ]  | Possible (3) [ ]  | Likely (4) [ ]  | Almost Certain (5) [ ]  |

1. Student Recruitment

Each year several overseas programs at Western Sydney University are postponed or cancelled due to low demand, competing activities, or poor planning.

Students may not find the opportunity appealing, be able to afford the experience, or have the time or ability to participate due to work commitments.

In addition, poor timelines may result in late recruitment of students, the processing of OS-HELP loans, the collection of payments, and compensation to airlines and providers. To avoid financial risk for the University and students, it is advised that student recruitment is finalised 60 working days (3 months) prior to departure. Due to administrative and logistical requirements, applications must not be re-opened after the specified date.

**Regarding this program, how can the likelihood and the impact of these incidents be reduced?**

Tick the appropriate responses below.

[ ]  Western students have been surveyed about interest in the program and host location

[ ]  Overseas travel is a compulsory requirement for students enrolled in this subject

[ ]  Students applications will be closed a minimum 60 working days (3 months) prior to departure.

[ ]  Other:

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**With the above mitigation strategies in place, what is the likelihood of these concerns happening?**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Rare (1)[ ]  | Unlikely (2) [ ]  | Possible (3) [ ]  | Likely (4) [ ]  | Almost Certain (5) [ ]  |

1. Health
* Visit [Smartraveller](https://www.smartraveller.gov.au/destinations) > search for the host location > go to the Health section
* Login to [International SOS](https://myportal.internationalsos.com/) (member number 12AGDA915576) > click on COVID Trip Planner

**What are the relevant COVID-19 concerns in the host location?**

Tick the appropriate responses below.

 [ ]  COVID-19 infection continues to be reported in the host location

[ ]  Participants may contract COVID-19

[ ]  Restrictions, lockdowns, and curfews, may be imposed at short notice

[ ]  Medical facilities are limited at host location

[ ]  Medical facilities have inadequate treatment standards

[ ]  Only fully vaccinated travellers are permitted to enter the country

[ ]  Unvaccinated or partially vaccinated individuals are required to undergo pre-departure COVID-19 testing and facility-based and/or home quarantine

[ ]  Quarantine is required on entry to country

[ ]  Face masks must be worn outside of accommodation

[ ]  Face masks must be worn on public transport

[ ]  Airline and transiting country protocols may differ

[ ]  Other:

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**How can the likelihood and the impact of these incidents be reduced by participants?**

Tick the appropriate responses below.

 [ ]  Attend pre-departure information sessions and be reminded of responsibilities and the employment of safe practices

 [ ]  Be fully vaccinated against COVID-19

[ ]  Provide evidence of a negative COVID-19 test before travel

 [ ]  Wear a face mask in public spaces, on public transport and in taxis, car parks and elevators (or where appropriate)

 [ ]  Check domestic travel and accommodation requirements

 [ ]  Follow the advice of local authorities

 [ ]  If infected by COVID-19, isolate immediately and contact WSU and the in-country provider regarding further action

[ ]  Other:

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**With the above mitigation strategies in place, what is the likelihood of these concerns happening?**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Rare (1)[ ]  | Unlikely (2) [ ]  | Possible (3) [ ]  | Likely (4) [ ]  | Almost Certain (5) [ ]  |

**What are other relevant health concerns?**

Tick the appropriate responses below.

 [ ]  Medical facilities can be limited or unavailable

 [ ]  Medical evacuation can be very expensive and/or under duress

 [ ]  Mosquito-borne diseases are common

 [ ]  Waterborne, foodborne, parasitic and other infectious diseases are common

 [ ]  Chikungunya

[ ]  Cholera

[ ]  Dengue

[ ]  Filariasis

[ ]  Hepatitis

[ ]  HIV/AIDS

[ ]  Japanese encephalitis

[ ]  Malaria

[ ]  Rabies

[ ]  Swine flu

[ ]  Typhoid

[ ]  Zika virus

[ ]  Other:

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**How can the likelihood and the impact of these incidents be reduced by participants?**

Tick the appropriate responses below.

[ ]  Research the host location thoroughly, prior to travel

[ ]  Be vaccinated against any disease before travelling

[ ]  Discuss travel plans and any existing health conditions, with a doctor, prior to travelling

[ ]  All students are required to register on the Go Global Application Portal prior to going overseas. The platform requests participants to declare any health conditions and support required.

[ ]  All staff are required to book their travel via the Travel and Expense Management System (TEMS) and declare any health conditions prior to travel.

[ ]  Drink only bottled water

[ ]  Avoid raw or undercooked food

[ ]  Don't swim in fresh water

[ ]  Ensure accommodation is insect-proof

[ ]  Wear insect repellent

[ ]  Avoid dogs, monkeys, and other mammals

[ ]  Attend pre-departure information sessions prior to going overseas

[ ]  Be aware of the WSU Overseas Travel Insurance - know what is covered and what is not

[ ]  Other:

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**With the above mitigation strategies in place, what is the likelihood of these concerns happening?**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Rare (1)[ ]  | Unlikely (2) [ ]  | Possible (3) [ ]  | Likely (4) [ ]  | Almost Certain (5) [ ]  |

1. Safety
* Visit [Smartraveller](https://www.smartraveller.gov.au/destinations) > search for the host location > go to the Safety section
* Login to [International SOS](https://myportal.internationalsos.com/) (member number 12AGDA915576) > Search Destination

**What are the relevant safety concerns in the host location?**

Tick the appropriate responses below.

 [ ]  Terrorism

 [ ]  Kidnapping

 [ ]  Political protests and unrest

 [ ]  General strikes

 [ ]  Violent and/or serious crime

[ ]  Petty theft

[ ]  Pickpocketing and/or bag-snatching

[ ]  Women may face higher levels of verbal and physical harassment or sexual assault

[ ]  Spiked drinks or food

[ ]  Scams

[ ]  Severe weather

[ ]  Flooding

[ ]  Landslides

[ ]  Earthquakes

[ ]  Tsunamis

[ ]  Other

**How can the likelihood and the impact of these incidents be reduced by participants?**

Tick the appropriate responses below.

[ ]  Research the host location thoroughly, prior to travel

[ ]  Follow the instructions of local authorities and obey all laws

[ ]  Be alert, particularly in public places and at events

[ ]  Don't participate in public protests

[ ]  Keep personal belongings close, especially in crowded areas

[ ]  Walk on footpaths away from the curb, with bag held on the opposite side to the traffic

[ ]  Don't travel or go out alone

[ ]  Avoid isolated areas

[ ]  Avoid using public transport

[ ]  Only use ATMs in secure locations

[ ]  Don't leave food or drinks unattended

[ ]  Don't accept food or drinks from strangers

[ ]  Only use prepaid transport or official taxis

[ ]  Ensure accommodation is secure

[ ]  Know accommodation's evacuation plan

[ ]  Monitor the media for information and follow any mandatory evacuation orders

[ ]  Be prepared for a major emergency and keep an emergency kit including first aid supplies and bottled water

[ ]  Other:

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**With the above mitigation strategies in place, what is the likelihood of these concerns happening?**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Rare (1)[ ]  | Unlikely (2) [ ]  | Possible (3) [ ]  | Likely (4) [ ]  | Almost Certain (5) [ ]  |

1. Local Laws
* Visit [Smartraveller](https://www.smartraveller.gov.au/destinations) > search for the host location > go to the Safety section
* Login to [International SOS](https://myportal.internationalsos.com/) (member number 12AGDA915576) > Search Destination

**What are the areas of concern for local laws in the host location?**

Tick the appropriate responses below.

[ ]  Passport and visa (must be carried on person)

[ ]  Face masks must be worn in public (if no face mask, can be arrested)

[ ]  Illegal drugs (severe penalties)

[ ]  Prescription drugs

[ ]  Alcohol and/or legal drinking age

[ ]  Prohibited photography

[ ]  Dress codes

[ ]  Inappropriate behaviour

[ ]  LGBTI rights

[ ]  Passport and visa (must be carried on person)

[ ]  Dual nationality not recognised

Other:

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**How can the likelihood and the impact of these incidents be reduced by participants?**

Tick the appropriate responses below.

[ ]  Research local laws before travelling

[ ]  Always carry a passport and valid visa

[ ]  Check the rules before using a mobile phone

[ ]  Do not use or carry any illegal drug

[ ]  Check to see which prescription medicines are not permitted in host location

[ ]  Monitor the media for information and updates

[ ]  Follow the instructions of local authorities, including obeying any laws

[ ]  Other:

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**With the above mitigation strategies in place, what is the likelihood of these concerns happening?**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Rare (1)[ ]  | Unlikely (2) [ ]  | Possible (3) [ ]  | Likely (4) [ ]  | Almost Certain (5) [ ]  |

1. Travel
* Visit [Smartraveller](https://www.smartraveller.gov.au/destinations) > search for the host location > go to the Safety section
* Login to [International SOS](https://myportal.internationalsos.com/) (member number 12AGDA915576) > Search Destination

**What are the areas of concern for travel in the host location?**

Tick the appropriate responses below.

[ ]  Invalid or expired passport

[ ]  Lost or stolen passport

[ ]  Importation of illegal goods or medicines

[ ]  Taxis are unroadworthy or may be unsafe due to poor maintenance

[ ]  Roads are generally congested and often in poor condition

[ ]  Travelling by road is dangerous and accidents are common

[ ]  Roads are shared with pedestrians, carts, cattle, and other livestock

[ ]  Drivers often break the road rules

[ ]  Vehicles travel in the wrong direction, often without warning

[ ]  Driving cars or riding motor bikes is permitted

[ ]  Public transport is unsafe

[ ]  Other:

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**How can the likelihood and the impact of these incidents be reduced by participants?**

Tick the appropriate responses below.

[ ]  Research entry, transit and exit requirements, including visa eligibility and other travel requirements

[ ]  Research the host location thoroughly, prior to travel and consider the liabilities of using any transport. A robust itinerary is required

[ ]  Participants should always carry a passport and valid visa

[ ]  Participants should carry photocopies of important documents including passport and itinerary

[ ]  Participants are not permitted to engage in personal travel or high-risk activities

[ ]  Participants must take part in pre-departure information sessions prior to going overseas

[ ]  Other:

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**With the above mitigation strategies in place, what is the likelihood of these concerns happening?**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Rare (1)[ ]  | Unlikely (2) [ ]  | Possible (3) [ ]  | Likely (4) [ ]  | Almost Certain (5) [ ]  |

### Risk Assessment for Overseas Student Accommodation

Certainly! Here's an expansion and completion of the questions for the Risk Assessment for Overseas Student Accommodation:

1. Accommodation

The following covers various aspects of overseas accommodation, including quality, location, safety, and health.

**Accommodation Quality**

1. **On average, what is the star rating for the accommodation students are staying in?**

[ ] 1-star

[ ] 2-star

[ ] 3-star

[ ] 4-star

[ ] 5-star

[ ] Not Applicable/Not Rated

2. **What type of room arrangements are available for students?**

[ ] Twin share

[ ] Single rooms

[ ] Dormitory style

[ ]  Shared apartments

[ ] Homestay

[ ] Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. **Are the accommodations officially certified or inspected for safety and quality standards?**

 [ ] Yes

 [ ] No

 [ ] Unknown

**Location and Accessibility**

**4. How close is the accommodation to the activities?**

[ ] Walking distance

 [ ] Short public transport ride

[ ]  Requires significant travel

**5. What amenities are accessible nearby the accommodation? (Select all that apply)**

 [ ] Supermarkets/Grocery stores

 [ ] Medical facilities

 [ ] Public transport links

 [ ] Entertainment and recreational areas

 [ ] Others: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Safety and Security**

**6. What safety measures are in place at the accommodation? (Select all that apply)**

 [ ] 24/7 security personnel

 [ ] Surveillance cameras

 [ ] Secure locks on doors

 [ ] Fire safety equipment (e.g., extinguishers, smoke alarms)

 [ ]  Emergency exits clearly marked

 [ ] Others: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Health and Wellbeing**

**7. Are there any facilities for mental and physical wellbeing?**

[ ] Gym or fitness centre

 [ ] Mental health support services

[ ] Recreational areas (e.g., parks, lounges)

[ ] Others: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Miscellaneous**

**10. Is there support available for dealing with accommodation-related issues?**

[ ] On-site support staff

 [ ] Contact number for assistance

 [ ] No designated support

**How can the likelihood and the impact of any incidents be reduced?**

Tick the appropriate responses below.

[ ] Choose accommodations with robust security measures

[ ] Prioritise location for easy access to key places

[ ] Verify living conditions through reliable sources

[ ] Review all costs and budget accordingly

[ ] Seek legal advice on housing contracts

[ ]  Familiarise with emergency procedures and contacts

[ ] Ensure close proximity to healthcare services

[ ] Confirm the quality of internet service beforehand

[ ] Rely on trusted reviews and thorough research

[ ] Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**With the above mitigation strategies in place, what is the likelihood of any concerns happening?**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Rare (1)[ ]  | Unlikely (2) [ ]  | Possible (3) [ ]  | Likely (4) [ ]  | Almost Certain (5) [ ]  |

1. Behaviour and Cultural Sensitivity

Participants may have several emotional challenges during a program. Travelling and living in a new culture requires students to learn a new set of cultural patterns and behaviours and therefore it is extremely important to learn every aspect about the countries they are visiting and pre-empt their expectations. A possible risk is that participants comment on sensitive political, economic or social issues related to the host location or Australia. This could result in poor relationship with hosts, or negative consequences for participant, university, and the Australian Government. Participants are encouraged to research the destination thoroughly and consider:

* Traditions, beliefs, values, food, drink, and alcohol
* Major areas of cultural difference - etiquette, discrimination, gender, sex, and religion
* Languages

**How can the likelihood and the impact of these incidents be reduced by participants?**

Tick the appropriate responses below.

[ ]  Information will be provided to participants about the host location and local customs prior to participation in the experience

[ ]  Participants will be aware and pre-empt any expectations including traditions, beliefs, values, food, drink, and alcohol

[ ]  Participants will be required to consider cultural differences including etiquette, discrimination, gender, sex, religion, and languages

[ ]  Other:

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**With the above mitigation strategies in place, what is the likelihood of these concerns happening?**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Rare (1)[ ]  | Unlikely (2) [ ]  | Possible (3) [ ]  | Likely (4) [ ]  | Almost Certain (5) [ ]  |

1. Mental Health

The Australian Government stresses that anyone travelling abroad is subject to foreign jurisdictions, which may view mental illness different from back at home. Consequently, it is important to thoroughly research the destination and determine if there are any concerns that may trigger mental health concerns - see [Australian travellers with mental health conditions](https://smartraveller.gov.au/guide/all-travellers/health/Pages/mental-health.aspx).

**How can the likelihood and the impact of these incidents be reduced by participants?**

Tick the appropriate responses below.

[ ]  All students are required to register on the Go Global Portal prior to going overseas. The platform requests participants to declare any health conditions and extra support. This information is confidential

[ ]  If a participant is facing any barriers that may affect their travel or experience in the host country, they are encouraged to access Western Sydney University's confidential counselling services as early as possible before going abroad

[ ]  Mental Health is discussed with participants prior to departure

[ ]  Other:

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**With the above mitigation strategies in place, what is the likelihood of these concerns happening?**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Rare (1)[ ]  | Unlikely (2) [ ]  | Possible (3) [ ]  | Likely (4) [ ]  | Almost Certain (5) [ ]  |

1. Bullying and Cyber-Harassment

Bullying is a distinctive pattern of repeatedly and deliberately intimidating, degrading or humiliating a person. It can involve an individual or a group misusing their power, or perceived power, over one or more persons who feel unable to stop it from happening. Bullying can happen in person or online, via various digital platforms and devices and it can be obvious (overt) or hidden (covert). Bullying behaviour is repeated, or has the potential to be repeated over time. Bullying of any form or for any reason can have immediate, medium and long-term effects on those involved, including bystanders. It may take place face to face on campus, via phone or email, within residential colleges, or online via ‘cyber-bullying or cyber-harassment’.

**Cyber-bullying**

Cyberbullying is a digital form of harassment that can occur via messaging, apps, online platforms and social media – anywhere people can view, participate in, or share content. Although technology makes it easier for people to bully others, it doesn’t make it acceptable. The aim of a cyberbullying is to annoy, upset or confuse the person who is targeted, so that they react emotionally. If you’re being bullied, keep in mind that the person who’s targeting you wants you to respond. Don’t respond immediately. When you are calm, you may wish to confront the bully directly. Make it clear that their behaviour is unwelcome and unacceptable and ask them to stop. If this does not work, take a screenshot, block, delete, and report the person who is targeting you.

**Reporting**

Bullying is not acceptable to anyone, anytime, anywhere. If  a student is bullied, the matter will be dealt with under the Student Misconduct Rule. For staff members, the matter will be dealt with under the Bullying Prevention Policy. To find out more about Bullying, visit the [Western Sydney University Bullying webpage](https://www.westernsydney.edu.au/currentstudents/current_students/services_and_facilities/student_welfare_services2/bullying).

**Support**

Students are encouraged to access free confidential counselling services, which is available by telephone, Zoom or eCounselling online – see [Mental Health and Wellbeing](https://www.westernsydney.edu.au/wellbeing_mentalhealth/wbmh).

**How can the likelihood and the impact of these incidents be reduced by participants?**

Tick the appropriate responses below.

[ ]  All students register on the Go Global Portal prior to going overseas. The platform highlights the information about Bullying and Cyber-Harassment via an online pre-departure tutorial

[ ]  Bullying and Cyber-Harassment will be discussed during physical pre-departure sessions

[ ]  Other:

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**With the above mitigation strategies in place, what is the likelihood of these concerns happening?**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Rare (1)[ ]  | Unlikely (2) [ ]  | Possible (3) [ ]  | Likely (4) [ ]  | Almost Certain (5) [ ]  |

1. Preventing Sexual Exploitation, Abuse and Harassment (PSEAH)

Western Sydney University and the Australian Government do not tolerate sexual exploitation, abuse or harassment of any kind. PSEAH is the Department of Foreign Affairs and Trade’s (DFAT) Preventing Sexual Exploitation, Abuse and Harassment policy. The policy sets out expectations and minimum standards of behaviour, for all stakeholders in Australia and overseas.

University project leaders and partner organisations are required to complete rigorous due diligence and mitigate risks - see [DFAT PSEAH](https://westernsydney.edu.au/globalmobility/goglobal/home/ILP/concept_and_risks/seah) and the [Western Sydney University Sexual Harassment Prevention policy](https://www.westernsydney.edu.au/equity-and-diversity/rights_and_protections/sexual_harassment). Students at Western, are required to:

1. Read and comply with the [DFAT PSEAH](https://westernsydney.edu.au/globalmobility/goglobal/home/ILP/concept_and_risks/seah).
2. Complete the WSU [Respectful Relationships training](https://www.westernsydney.edu.au/respectful-relationships/respectnowalways).

**Support Services**

If you are aware of someone who has had an unwanted experience, or if you wish to speak privately about an incident, please visit the [Office of Equity and Diversity webpage](https://www.westernsydney.edu.au/equity-and-diversity/rights_and_protections/sexual_harassment) for the services that are available.

**Reporting**

In the instance or suspicion of PSEAH, there are two methods for reporting an incident.

[The Australian Government PSEAH website](https://www.dfat.gov.au/international-relations/themes/preventing-sexual-exploitation-abuse-and-harassment/Pages/default)

[The Western Sydney University Sexual Offences Reporting Portal](https://www.westernsydney.edu.au/respectful-relationships/respectnowalways/reporting_sexual_offences_at_western)

**How can the likelihood and the impact of these incidents be reduced by participants?**

Tick the appropriate responses below.

[ ]  All students register on the Go Global Portal prior to going overseas. The platform highlights the information about PSEAH via an online pre-departure tutorial

[ ]  PSEAH will be discussed during physical pre-departure sessions

[ ]  All project leaders and partner organisations are required to consider PSEAH and how to mitigate risks

[ ]  Other:

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**With the above mitigation strategies in place, what is the likelihood of these concerns happening?**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Rare (1)[ ]  | Unlikely (2) [ ]  | Possible (3) [ ]  | Likely (4) [ ]  | Almost Certain (5) [ ]  |

1. Child Protection

Child exploitation and abuse is not tolerated and attracts criminal penalties under Australian legislation. Participants in a Global Learning project must recognise that it is the shared responsibility of all adults to prevent child exploitation. If a learning abroad program involves working with children, participants are required to comply with the:

* Western Sydney University [Working with Children (Workers and Students) Policy](https://policies.westernsydney.edu.au/document/view.current.php?id=134)
* Australian Government [Child Protection Policy](https://westernsydney.edu.au/globalmobility/goglobal/home/ILP/concept_and_risks/child_protection).

All students register on the Go Global Portal prior to going overseas. The platform highlights the above information via an online pre-departure tutorial.

**Does the overseas activity involve individuals working with children or contact with children?**

[ ]  No

[ ]  Yes. If your project involves working with children, you are required to determine the level of contact with children (e.g. nil, contact or working), and assess the Activity Risk. If your project involves working with an organisation that is child focused, you are required to list the child protection controls and **provide further information below**.

See [CHILD PROTECTION GUIDANCE](https://www.dfat.gov.au/sites/default/files/child-protection-risk-assessment-guidance.pdf) for comprehensive information about the assessment.

1. Specific Risks for Remote Locations or Unique Activities

Engaging in projects that involve unique activities or are situated in remote or unconventional environments demands a thorough and specialized approach. These environments can vary widely, from dense jungles and secluded regions to highly specialized settings such as health facilities. Each presents its own set of challenges, distinct from those encountered in more typical travel or work scenarios. These projects might range from operational tasks in healthcare environments to overcoming travel complexities due to specific airline or route restrictions, or even orchestrating community projects in collaboration with third-party organisations. Every one of these scenarios introduces its own set of unique risks and necessitates a comprehensive set of customized controls and strategies. These should be specifically designed to address the nuances and challenges associated with both the activity and its location.

**Identifying Additional Specific Risks**

Are there any specific risks related to your project that have not been mentioned?

☐ Yes

☐ No

If 'Yes', please list them below for further consideration:

|  |  |
| --- | --- |
| 1 |  |
| 2 |  |
| 3 |  |
| 4 |  |
| 5 |  |

**Mitigation Measures**

To reduce the likelihood and impact of potential incidents, please outline the measures that will be implemented:

|  |  |
| --- | --- |
| 1 |  |
| 2 |  |
| 3 |  |
| 4 |  |
| 5 |  |

**Likelihood of Concerns Happening**

With the above mitigation strategies in place, what is the likelihood of these concerns happening?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Rare (1)[ ]  | Unlikely (2) [ ]  | Possible (3) [ ]  | Likely (4) [ ]  | Almost Certain (5) [ ]  |

1. Counter Foreign Interference

Does the proposed Learning Abroad Project involve an arrangement with:

* a foreign tertiary education institution that is a part of a foreign government (e.g., a government military academy), or
* a foreign university that does not have institutional autonomy because a foreign government is in a position to exercise substantial control over the university   [ ]  Yes [ ]  No

If yes, please complete the foreign arrangements notification form at: <https://www.westernsydney.edu.au/research/researchers/foreign_arrangements_scheme>

|  |
| --- |
|  |

Project Leader Signature

|  |
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|  |

Name of Project Leader

|  |
| --- |
|  |

Date