School of Mathematics and Physics: Classroom Incident Flowchart for Students

Incident occurs in classroom

If you feel comfortable, you can speak directly to the person involved.

If you observe an incident, please reach out to your classmate to ask if they are OK and refer them to this flowchart. You can also follow these steps on their behalf.

Report the incident to your instrutor or lecturer in person or via email

Your instructor /lecturer will take direct action to manage the incident

Examples of direct action include:

1. Monitoring behaviour in the class in which the incident occurred;
2. Making an in-person announcement to remind the class and course staff of the expected standards of behaviour;
3. Contacting those involved in the incident to discuss their behaviour, without revealing identifying details of the person who reported the incident.

Contact an SMP Inclusivity Champion

The SMP Inclusivity Champion will facilitate direct action to manage the incident

They can also inform you about making a formal complaint to UQ.

If an unsafe situation arises, call UQ Security on (07) 3365 3333