Responding to disclosure:

1. **Demonstrate empathy and accept disclosure:**
   - Always try to speak one-on-one with the person making the disclosure
   - Let them know you believe them and they are not to blame
   - Acknowledge and give permission for their emotional responses
   - Let them know that it is alright to be upset
   - Try to avoid repeated questioning on aspects of their disclosure

2. **Re-establish safety – both psychological and physical:**
   - Acknowledge the distress the person may be experiencing
   - Ask the person if they are safe. Consider: Is the abuse still happening? Is the person/s harming them in the workplace? Do they know where they live or any other threats?
   - Ask the person what they need to feel safe at this point

3. **Demonstrate respect:**
   - Acknowledge the trust it took to make the disclosure
   - Explain that you are not a counsellor, you are able to listen and can refer them on
   - Ask the person what they want to happen

For more support on responding to disclosures, call the **NSW Sexual Violence Helpline** on 1800 385 578 or [www.fullstop.org.au](http://www.fullstop.org.au)