



## **Statement from the President**

At St. Lawrence College, we have a shared set of values to guide our behaviour. Building on this foundation, the College values respect for all individuals, civility, diversity, dignity, equality, and freedom, and is committed to maintaining a healthy and safe learning, living, social, recreational, and working environment. We are also committed to maintaining a campus free of discrimination and harassment, and strive to foster an atmosphere of healthy attitudes and behaviours towards sexuality, sex and gender roles. The College will not tolerate behaviour that contributes to a hostile and inequitable learning and working environment. Our commitment to supporting those who experience sexual violence is taken very seriously, and we work diligently on campus and with community partners on programs, policies, and resources to ensure that our campus remains free from sexual violence.

Our website provides quick access to the information contained in the College's Sexual Assault and Sexual Violence Policy and Protocol. The Policy and Protocol provides procedures and resources to support individuals and groups who may be directly, or indirectly involved in working with persons who have experienced sexual violence.

I urge all members of the College community to review the Policy and Protocol to learn about options and resources available to those who require support, or who wish to support others.

We all need to work together to ensure that the College remains a safe and positive space where members of the College community feel able to work, learn, and express themselves in a safe environment that upholds human equality.

**Glenn Vollebregt**

**President & CEO**

## ST. LAWRENCE COLLEGE SEXUAL ASSAULT AND SEXUAL VIOLENCE POLICY

**Type:** Administrative

**Responsibility:** VP, Student Services and Human Resources

**Effective Date:** March 31, 2015

**Revised:** December 3, 2016

**Review Date:** March 31, 2016

**This Policy applies to:** All members of the College community including: employees, governors, students, contractors, suppliers of services, individuals who are directly connected to any College initiatives, volunteers, and visitors.

## 1. Definitions

**Sexual assault:** A criminal offence under the *Criminal Code* of Canada. Sexual assault is any type of unwanted sexual act done by one person to another that violates the sexual integrity of the victim and involves a range of behaviours from any unwanted touching to penetration.

Sexual assault is characterized by a broad range of behaviours that involve the use of force, threats, or control towards a person, which makes that person feel uncomfortable, distressed, frightened, threatened, or that is carried out in circumstances in which the person has not freely agreed, consented to, or is incapable of consenting to.

**Sexual violence:** Any sexual act or act targeting a person's sexuality, gender identity or gender expression, whether the act is physical or psychological in nature, that is committed, threatened or attempted against a person without the person's consent, and includes sexual assault, sexual harassment, stalking, indecent exposure, voyeurism and sexual exploitation.

**Consent:** The voluntary and explicit agreement to engage in the sexual activity in question. It is the act of willingly agreeing to engage in specific sexual behaviour, and requires that a person is able to freely choose between two options: yes and no. This means that there must be an understandable exchange of affirmative words, which indicates a willingness to participate in mutually agreed upon sexual activity. It is also imperative that everyone understands the following:

- Silence or non-communication must never be interpreted as consent and a person in a state of diminished judgment cannot consent.
- A person is incapable of giving consent if they are asleep, unconscious or otherwise unable to communicate.
- A person who has been threatened or coerced (i.e. is not agreeing voluntarily) into engaging in the sexual activity is not consenting to it.
- A person who is drugged is unable to consent.
- A person is usually unable to give consent when under the influence of alcohol and/or drugs.
- A person may be unable to give consent if they have a mental disability preventing them from fully understanding the sexual acts.
- The fact that consent was given in the past to a sexual or dating relationship does not mean that consent is deemed to exist for all future sexual activity.
- A person can withdraw consent at any time during the course of a sexual encounter.
- A person is incapable of giving consent to a person in a position of trust, power or authority, such as, a faculty member initiating a relationship with a student who they teach, an administrator in a relationship with anyone who report to that position.
- Consent cannot be given on behalf of another person.

It is the responsibility of the initiator of sexual activity to ensure clear and affirmative responses are communicated at all stages of sexual engagement. It is also the initiator's responsibility to know if the person they are engaging with sexually is a minor.

**Note:** For information purposes only, the *Criminal Code* defines “consent” as follows:

**Consent:** The voluntary agreement to engage in the sexual activity in question. No consent is obtained, where:

- a) the agreement is expressed by the words or conduct of a person other than the complainant;
- b) the complainant is incapable of consenting to the activity;
- c) the accused induces the complainant to engage in the activity by abusing a position of trust, power or authority;
- d) the complainant expresses, by words or conduct, a lack of agreement to engage in the activity;  
or
- e) the complainant, having consented to engage in sexual activity, expresses, by words or conduct, a lack of agreement to continue to engage in the activity

## Other Relevant Terms

**Acquaintance sexual assault:** Sexual contact that is forced, manipulated, or coerced by a partner, friend or acquaintance.

**Age of consent for sexual activity:** The age at which a person can legally consent to sexual activity. In Canada, children under 12 can never legally consent to sexual acts. Sixteen is the legal age of consent for sexual acts. There are variations on the age of consent for adolescents who are close in age between the ages of 12 and 16. 12 and 13 year-olds can consent to have sex with other youth who are less than 2 years older than they are. Youth who are 14 and 15 years old may consent to sexual involvement that is mutual with a person who is less than 5 years older. Youths 16 and 17 years old may legally consent to sexual acts with someone who is not in a position of trust or authority.

**Coercion:** In the context of sexual violence, coercion is unreasonable and persistent pressure for sexual activity. Coercion is the use of emotional manipulation, blackmail, threats to family or friends, or the promise of rewards or special treatment, to persuade someone to do something they do not wish to do, such as being sexual or performing particular sexual acts.

**Drug-facilitated sexual assault:** The use of alcohol and/or drugs (prescription or non-prescription) by a perpetrator to control, overpower or subdue a victim for purposes of sexual assault.

**Sexual Violence:** Any sexual act or act targeting a person's sexuality, gender identity or gender expression, whether the act is physical or psychological in nature, that is committed, threatened or attempted against a person without the person's consent, and includes sexual assault, sexual harassment, stalking, indecent exposure, voyeurism and sexual exploitation.

**Stalking:** A form of criminal harassment prohibited by the *Criminal Code* of Canada. It involves behaviours that occur on more than one occasion and which collectively instill fear in the victim or threaten the victim/target's safety or mental health. Stalking can also include threats of harm to the target's friends and/or family. These behaviours include, but are not limited to, non-consensual communications (face to face, phone, email, social media); threatening or obscene gestures; surveillance; sending unsolicited gifts; "creeping" via social media/cyber- stalking; and uttering threats.

**Survivor:** Some who have experienced sexual violence may choose to identify as a survivor. Individuals might be more familiar with the term "victim". We use the term "survivor" throughout this policy where relevant because some who have experienced sexual assault believe they have overcome the violent experience and do not wish to identify with the victimization. It is the prerogative of the person who has experienced these circumstances to determine how they wish to identify.

## 2. Purpose and Intent of the Policy

All members of St. Lawrence College community have a right to a work and study in an environment that is free from any form of sexual violence. This Policy and protocol sets out the way in which we address sexual violence. It ensures that those affected by sexual violence are believed and appropriately accommodated and ensures that the College has a process of investigation that protects the rights of individuals and holds individuals who have committed an act of sexual violence accountable.

## 3. Policy Statement

Sexual assault and sexual violence are unacceptable and will not be tolerated. We are committed to challenging and preventing sexual violence and creating a safe space for anyone in our College community who has been affected by sexual violence. The College is expected to be a safe and positive space where members of the College community feel able to work, learn and express themselves in an environment free from sexual violence.

All reported incidents of sexual violence will be investigated to the best of the administration's ability and in a manner that ensures due process. It is this policy's intention to make individuals feel comfortable about making a report in good faith about sexual violence that they have experienced or witnessed.

We recognize that sexual violence can occur between individuals regardless of sexual orientation, gender, and gender identity or relationship status as articulated in the Ontario

*Human Rights Code*. We also recognize that individuals who have experienced sexual violence may experience emotional, academic, or other difficulties.

**We are committed to:**

- 3.1. Assisting those who have *been affected by* sexual violence by providing choices, including detailed information and support, such as provision of and/or referral to counselling and medical care, information about legal options, and appropriate academic and other accommodation;
- 3.2. Ensuring that those who disclose that they have been sexually assaulted are believed, and that their right to dignity and respect is protected throughout the process of disclosure, investigation, and institutional response;
- 3.3. Addressing harmful attitudes and behaviours (e.g. adhering to myths of sexual violence that reinforce that the person who experienced sexual violence is somehow to blame for what happened);
- 3.4. Treating individuals who disclose sexual violence with compassion recognizing that they are the final decision-makers about their own best interests;
- 3.5. Ensuring that on-campus (internal) investigation procedures are available in the case of sexual violence, even when the individual chooses not to make a report to the police;
- 3.6. Engaging in appropriate procedures for investigation and adjudication of a complaint which are in accordance with College policies, standards, and applicable collective agreements, that ensure fairness and due process;

- 3.7. Ensuring coordination and communication among the various departments who are most likely to be involved in the response to sexual violence on campus;
- 3.8. Engaging in public education and prevention activities;
- 3.9. Providing information to the College community about our sexual violence policies and protocol;
- 3.10. Providing appropriate education and training to the College community about responding to the disclosure of sexual violence;
- 3.11. Contributing to the creation of a campus atmosphere in which sexual violence is not tolerated; and,
- 3.12. Monitoring and updating our policies and protocols to ensure that they remain effective and in line with other existing policies and best practices.

#### **4. Reporting and Responding to Sexual Violence**

- 4.1. Members of the College community should immediately report sexual violence incidents they witness or have knowledge of, or where they reason to believe that sexual violence has occurred or may occur. Members who have experienced sexual violence are encouraged to come forward to report as soon as they are able to do so.
- 4.2. Persons in a position of authority, including persons directing the activities of others, shall take immediate action to respond to or to prevent sexual violence from occurring.
- 4.3. Where the College becomes aware of incidents of sexual violence by a member of the College

community or against a member of the College community, which occur on or off College

property and that pose a risk to the safety of members of the College community, the College

shall take all reasonable steps to ensure the safety of the College community.

## 5. Complaint Process and Investigations

A complaint of sexual assault or any other kind of sexual violence can be filed under this Policy by any member of the College community.

The College will seek to achieve procedural fairness in dealing with all complaints. As such, no sanction and/or disciplinary action will be taken against a person or group without their knowledge where there is an alleged breach of this Policy. Respondents will be given reasonable notice, with full detail of the allegations and provided with an opportunity to answer to the allegations made against them.

### 5.1. Right to Withdraw a Complaint

A complainant has the right to withdraw a complaint at any stage of the process. However, the College may continue to act on the issue identified in the complaint in order to comply with its obligation under this Policy and/or its legal obligations.

### 5.2. Protection from Reprisals, Retaliation or Threats:

It is contrary to this Policy for anyone to retaliate, engage in reprisals or threaten to retaliate against a complainant or other individual for:

- having pursued rights under this Policy or the Ontario *Human Rights Code*;
- having participated or co-operated in an investigation under this Policy or the Ontario

- having been associated with someone who has pursued rights under this policy or the Ontario Human Rights Code.

*The College takes reasonable steps to protect persons from reprisals, retaliation and threats. This may entail, for example, advising individuals in writing of their duty to refrain from committing a reprisal and sanctioning individuals for a breach of this duty. The College may also address the potential for reprisals by providing an accommodation appropriate in the circumstances.*

### **5.3. Unsubstantiated or Vexatious Complaints**

If a person, in good faith, discloses or files a sexual violence complaint that is not supported by evidence gathered during an investigation, that complaint will be dismissed.

Disclosures or complaints that are found following investigation to be frivolous, vexatious or bad faith complaints, that is, made to purposely annoy, embarrass or harm the respondent may result in sanctions and/or discipline against the complainant.

## **6. Confidentiality**

Confidentiality is particularly important to those who have disclosed sexual violence. The confidentiality of all persons involved in a report of sexual violence must be strictly observed, and the College does its best to respect the confidentiality of all persons, including the complainant, respondent, and witnesses *by restricting routine access to information to individuals with a need for such access and by providing education and training to those who are regularly involved in the administration of reports and complaints.*

However, confidentiality cannot be assured in the following circumstances:

- an individual is at imminent risk of self-harm;
- an individual is at imminent risk of harming another; and/or
- there are reasonable grounds to believe that others in the College or wider community may be at risk of harm.

In such circumstances, information would only be shared with necessary services to prevent harm, and the name of the survivor would not be released to the public.

Where the College becomes aware of an allegation of sexual violence by a member of the College community against another member of the College community, the College may also have an obligation to take steps to ensure that the matter is dealt with in order to comply with the College's legal obligation and/or its policies to investigate such allegations. In such cases, certain College administrators will be informed about the reported incident on a "need to know" and confidential basis, but not necessarily of the identities of the persons involved.

## **7. Cross References to Other Policies and/or Legal Requirements**

- The Student Code of Conduct within the Academic Policy Manual
- Workplace Violence
- Workplace Harassment, Discrimination & Bullying

# SEXUAL ASSAULT AND SEXUAL VIOLENCE PROTOCOL

## 1. If You Have Experienced or Have Been Affected by Sexual Violence

If you *have experienced or have been affected by sexual violence and require support and accommodation*, please call Security at: **ext. 5555**: Brockville 613-345- 0660; or Cornwall 613- 933-6080; or Kingston 613-544-5400. Available 24 hours a day, 365 days of the year, to assist you by providing the resources and support you need. If you want to speak to someone directly, please go to the Security Office on your campus.

### Student Resources:

It is often difficult to disclose and report incidents of sexual violence. It is entirely up to you if you choose to report the incident; however, we strongly encourage you to do so. A number of other resources are available to you, including:

Location	Resource	Telephone
<b>All</b>	Good2Talk – Ontario Post-Secondary Student Helpline	<b>1-866-925-5454</b>
<b>Brockville</b>	SLC Counselling, Room 100	<b>613-345-0660 Ext. 3154</b>
	Sexual Assault Centre	<b>613-345-3881</b>
<b>Cornwall</b>	SLC Counselling, Room M1460	<b>613-933-6080 Ext. 2709</b>
	Sexual Assault Centre	<b>613-932-3300 Ext. 4202</b>
<b>Kingston</b>	SLC Counselling, Room 01230	<b>613-544-5400 Ext. 1593</b>
	<b>Sexual Assault Centre</b>	<b>613-549-6666 Ext. 4880</b>

### Employee Resources:

Information about these resources is available below; or you can use the link to go directly to the St. Lawrence College Resources.

Location	Resource	Telephone
<b>All</b>	Employee Assistance Program - Shepell	<b>1-800-461-9722</b>
<b>Brockville</b>	Sexual Assault Centre	<b>613-345-3881</b>
<b>Cornwall</b>	Sexual Assault Centre	<b>613-932-3300 Ext. 4202</b>
<b>Kingston</b>	<b>Sexual Assault Centre</b>	<b>613-549-6666 Ext. 4880</b>

**Anyone who has experienced sexual violence has the right to:**

- be treated with dignity and respect,
- be believed,
- be informed about on- and off-campus services and resources,
- decide whether or not to access available services and to choose those services they feel will be most beneficial,
- decide whether to report to campus security and/or local police,
- have an on-campus investigation with the institution's full cooperation,
- have a safety plan, and
- have reasonable and necessary actions taken to prevent further unwanted contact with the alleged perpetrator(s).

**2. If you would like to File a Formal Complaint**

The Security contacts listed above can also assist you with filing a complaint. If the alleged perpetrator is another member of the College community, you may file a complaint under this Policy.

Individuals who have experienced sexual violence may also wish to press charges under the *Criminal Code*. Security staff can also assist you with contacting the local Police.

More information on filing a complaint can be found on the St. Lawrence College Website under St. Lawrence College Safety & Security.

### 3. What to Do if You Witnessed Sexual Violence

If you witness sexual violence, please call Security at: **ext. 5555**: Brockville 613-345-0660; or Cornwall 613-933-6080; or Kingston 613-544-5400. Available 24 hours a day, 365 days of the year, to assist you by providing all the resources and necessary support. If you want to speak to someone directly, please go to: Security Office on your campus. A number of other resources are available to you, including:

#### Student Resources:

Location	Resource	Telephone
All	Good2Talk –	1-866-925-5454
Brockville	SLC Counselling	613-345-0660
Cornwall	SLC Counselling	613-933-6080
Kingston	SLC Counselling	613-544-5400

#### Employee Resources:

Location	Resource	Telephone
All	EAP	1-800-387-4765

*Faculty, staff, other employees and contractors have a duty to immediately report all incidents and suspected incidents of sexual violence. Students are strongly encouraged to report incidents of sexual violence, but do not need to report incidents of sexual violence to obtain supports, services or accommodation from the College. All members of the College community who have witnessed sexual violence have a duty to cooperate with a College investigation.*

If an employee of the College becomes aware of an allegation of sexual violence against another member of the College community, the employee is required to immediately report the alleged incident to Security, ext. 5555: Brockville 613-345-0660; Cornwall 613-933-6080; Kingston 613-544-5400.

#### **4. What to Do if Someone Discloses Allegations of Sexual Violence**

A person may choose to confide in someone about an act of sexual violence, such as a student, instructor, teaching assistant, coach, or staff from residence, health, counselling or security. An individual who has experienced sexual violence may also disclose to staff or faculty members when seeking support and/or academic accommodation. A supportive response involves:

- listening without judgement and accepting the disclosure as true;
- communicating that sexual violence is never the responsibility of the survivor;
- helping the individual identify and/or access available on- or off-campus services, including emergency medical care and counselling;
- respecting the individual's right to choose the services they feel are most appropriate and to decide whether to report to the police and/or Security at, ext. 5555: Brockville 613-345-0660; Cornwall 613-933-6080; Kingston 613-544-5400;
- recognizing that disclosing can be traumatic and an individual's ability to recall the events may be limited;
- respecting the individual's choices as to what and how much they disclose about their experience; and

- making every effort to respect confidentiality and anonymity.

If disclosure is made to an employee by a student seeking support or academic accommodation, the faculty or staff should refer the student to the Associate Director, Safety & Security, and work with the Associate Director to ensure that the student receives all necessary academic and other accommodations.

As indicated above, if an employee of the College becomes aware of an allegation of sexual violence against another member of the College community, the faculty or staff is required to report the alleged incident to the Associate Director, Safety & Security immediately

## **5. Communicating with Individuals who have Experienced Sexual Violence**

Sensitive and timely communication with individuals who have experienced sexual violence and their family members (when an individual consents to this communication) is a central part of the College's first response to sexual violence. To facilitate communication, the College will:

- Ensure that designated employees in the Student Services and Human Resources Department who are knowledgeable about sexual violence, are responsible for advocacy on campus on behalf of employees, students or any other member of the College community who have experienced sexual violence;
- Ensure designated employees respond in a prompt, compassionate, and personalized fashion; and
- Ensure that the person who has experienced sexual violence and the respondent are provided with reasonable updates about the status of the College's investigation of the incident when

## **6. Roles and Responsibilities of the College Community**

While everyone on campus has a role to play in responding to incidents of sexual violence, some campus members will have specific responsibilities which might include:

- On-campus health supports to provide psychological and emotional support, assist with safety planning and make referrals to other services, including medical services;
- Employees to facilitate academic accommodations and other needs of those who *have been affected by* or who have experienced sexual violence, e.g. extensions on assignments, continuing studies from home, and withdraw from courses;
- Residence staff to facilitate safe living arrangements to the best of their abilities;
- Human Resources to assist with any incidents relating to employees; and
- Security to assist with investigations and gathering evidence, to implement measures to reduce sexual violence on campus, and to collaborate with local police where appropriate.

Information about these resources is available below; or you can use the link to go directly to the St. Lawrence College Resources.

## **7. How Will the College Respond to a Report of Sexual Violence?**

Where a complaint of sexual violence has been reported to the College, the College will exercise care to protect and respect the rights of both the complainant and the respondent.

The College understands that individuals who have experienced sexual violence may wish to control whether and how their experience will be dealt with by the police and/or the College.

In most circumstances, the person will retain this control. *A person who has experienced sexual violence may choose not to request an investigation and has the right not to participate in any investigation that may occur.*

In certain circumstances, however, the College may be required to initiate an internal investigation and/or inform the police of the need for a criminal investigation, even without the person's consent, if the College believes that the safety of other members of the College community is at risk. This decision would only be made after careful consideration and consultation with senior College officials. The confidentiality and anonymity of the person(s) affected will be prioritized in these circumstances. The College may also decide to use an external investigator when appropriate in the circumstances.

A report of sexual violence may also be referred to the police, or to other community resources at the complainant's request, where the persons involved are not members of the College community or in circumstances where the College is unable to initiate an internal investigation under this Policy.

*The College adheres to the following in investigating and making decisions about formal complaints. If an entitlement set out below conflicts with something set out in another College policy, the entitlement set out below shall prevail.*

### **7.1. Where the Respondent is a Student**

Campus Security is responsible for taking the initial complaint under this policy. It will be the role of the Campus Security staff to ensure the immediate safety of the complainant and then complete a full incident report, which is directed to the Associate Director, Safety & Security.

**The Associate Director, Safety & Security is responsible for:**

- Pre-Investigation Assessment
- Intake meeting with complainant
- Administrative Investigation, including:
  - Interviewing complainant
  - Notification of respondent of the allegations, in writing
  - Interviewing respondent
  - Interviewing witnesses
  - Evidence documentation/collection
- Preparing written report
- Post Investigation Assessment - Preparing findings
- Preparing written report
- Post Investigation Assessment - Preparing findings

A panel consisting of one Dean, the Director of Student Services and the Manager, Employee Relations will receive the report and related findings. The panel will develop an appropriate resolution and determine sanctions as required.

Appeals will be heard by V.P. Student Services and Human Resources or their designate based on the following grounds:

- Process violation
- New information
- Sanction outside of scope

## 7.2. Where the Respondent is an Employee

Campus Security is responsible for taking the initial complaint under this policy. It will be the role of the Campus Security staff to ensure the immediate safety of the complainant and then complete a full incident report, which is directed to the Associate Director, Safety & Security.

### **The Associate Director, Safety & Security is responsible for:**

- Pre-Investigation Assessment
- Intake meeting with complainant
- Administrative Investigation, including:
  - Interviewing complainant
  - Notification of respondent of the allegations, in writing
  - Interviewing respondent
  - Interviewing witnesses
  - Evidence documentation/collection
- Preparing written report
- Post Investigation Assessment - Preparing findings

The College may also decide to use an external investigator when appropriate in the circumstances.

A panel consisting of one Dean, the Director of Student Services and the Manager, Employee Relations will receive the report and related findings. The panel will develop an appropriate resolution and determine sanctions as required.

Appeals will be heard by V.P. Student Services and Human Resources or their designate based on the following grounds or in a process in line with the Collective Agreement:

- Process violation
- New information
- Sanction outside of scope

### **7.3. Where the Respondent is not a Student or Employee**

Contractors, suppliers, volunteers or members of the public who attend on campus will be subject to complaints if they engage in prohibited conduct.

Campus Security is responsible for taking the initial complaint under this policy. It will be the role of the Campus Security staff to ensure the immediate safety of the complainant and then complete a full incident report, which is directed to the Associate Director, Safety & Security.

#### **The Associate Director, Safety & Security is responsible for:**

- Pre-Investigation Assessment
- Intake meeting with complainant
- Administrative Investigation, including:
  - Interviewing complainant
  - Notification of respondent of the allegations, in writing
  - Interviewing respondent
  - Interviewing witnesses
  - Evidence documentation/collection
- Preparing written report
- Post Investigation Assessment - Preparing findings

A panel consisting of one Dean, the Director of Student Services and the Manager, Employee Relations will receive the report and related findings. The panel will develop an appropriate resolution and determine sanctions as required. There is no formal appeal process for supplier, volunteer or visitor violations.

All contractual relationships entered into by the College will be governed by a standard contract compliance clause stating that contractors must comply with this Policy and the Ontario *Human Rights Code*, including co-operating in investigations. Breach of the clause may result in penalties, cancellation, or other sanctions.

#### **7.4. Multiple Proceedings**

Where criminal and/or civil proceedings are commenced in respect of the allegations of sexual violence, the College shall conduct its own independent investigation into such allegations, and will make its own determination in accordance with its policies and procedures. Where there is an ongoing criminal investigation, the College will cooperate with the local police.

#### **7.5. Procedural Fairness**

Except as otherwise stated in this Protocol, the College provides those whose rights, privileges or interests may be affected by a decision with notice of the decision to be made, disclosure of facts relevant to the decision and an opportunity to be heard. The College may decide how it meets these obligations in different circumstances, and will do so with a view to providing a fair process, making a sound decision and preserving the dignity of survivors. The College has the right to withhold disclosure early on in its process to obtain a person's independent recollection

## **7.6. Support and Representation**

Complainants and respondents may attend meetings with a single (non-participating) support person. The College considers requests to attend meetings with additional support persons and with legal or other representation on a case-by-case basis, with a view to promoting a fair and expeditious process. The College may still question and expect direct answers from an individual who is represented.

## **7.7. Interim Measures**

The rights and privileges of a respondent may be restricted by the College before it makes a final determination about the alleged misconduct. For example, a respondent may be moved from a complainant's residence, restricted from entering certain parts of campus and restricted from attending class.

Such "interim measures" will be imposed only as necessary to meet the needs of complainants and persons who report incidents of sexual violence or otherwise under the College's threat assessment policy. The College will also take steps to minimize the impact of interim measures on respondents.

Interim measures are not punishment and do not represent a finding of misconduct. The College may impose interim measures immediately, without a hearing. Respondents may ask the College to review a decision to impose interim measures, but only to address the impact of the imposed measure and the preference for other alternatives.

## 7.8. Outcomes

The College will determine, based on its investigation, what happened and whether it constitutes sexual violence or another form of misconduct. If the College finds there has been misconduct, it will determine the appropriate penalty. Students may face discipline, up to and including expulsion. Employees may face discipline, up to and including discharge. Contractors, suppliers, volunteers, and visitors may face penalties, cancellation of contracts and other sanctions.

## 7.9. Written decision

The College will inform the complainant and respondent of the results of its investigation in writing. The written decision summary will include a brief description of any corrective action that the College has taken or will take as a result of its investigation.

## 8. Other Resources and Supports Available to You

For St. Lawrence College students, Counselling:

**Brockville** 613-345-0660 ext. 3154, Room 100

**Cornwall** 613-933-6080 ext. 2709, Room M1460

**Kingston** 613-544-5400 ext. 1593, Room 01230

## 9. Related Policies, Procedures and Protocols

- Student Code of Conduct within the Academic Policy
- Manual Workplace Violence
- Workplace Harassment, Discrimination & Bullying

## APPENDIX

### Use of the term “Rape” in the context of Sexual Violence

This policy refers to the offence of sexual assault to align with the current offence contained in the *Criminal Code*. The word “rape” is no longer used in criminal statutes in Canada. The term was replaced many years ago to acknowledge that sexual violence is not about sex but is about acts of psychological and physical violence. The term “sexual assault” provides a much broader definition and criminalizes unwanted behaviour such as touching and kissing as well as unwanted oral sex and vaginal and anal intercourse. Although the term no longer has a legal meaning in Canada, the term rape is still commonly used.

**DISPELLING THE MYTHS AND MISCONCEPTIONS ABOUT SEXUAL ASSAULT**

Myth	Fact
<p>It wasn't rape, so it wasn't sexual violence.</p>	<p>Sexual assault and sexual violence encompasses a broad range of unwanted sexual activity. Any unwanted sexual contact is considered to be sexual violence. A survivor can be severely affected by all forms of sexual violence, including unwanted fondling, rubbing, kissing, or other sexual acts. Many forms of sexual violence involve no physical contact, such as stalking or distributing intimate visual recordings. All of these acts are serious and can be damaging.</p>
<p>Sexual assault can't happen to me or anyone I know.</p>	<p>Sexual assault can and does happen to anyone. People of all socioeconomic and ethnic backgrounds are victims of sexual assault, but the vast majority of sexual assaults happen to women and girls. Young women, Aboriginal women and women with disabilities are at greater risk of experiencing sexual assault.</p>
<p>Sexual assault is most often committed by strangers.</p>	<p>Someone known to the victim, including acquaintances, dating partners, and common-law or married partners, commit approximately 75 per cent of sexual assaults.</p>
<p>Sexual assault is most likely to happen outside in dark, dangerous places.</p>	<p>The majority of sexual assaults happen in private spaces like a residence or private home.</p>
<p>If an individual doesn't report to the police, it wasn't sexual assault.</p>	<p>Just because a victim doesn't report the assault doesn't mean it didn't happen. Fewer than one in ten victims report the crime to the police.</p>
<p>It's not a big deal to have sex with someone while they are drunk,</p>	<p>If a person is unconscious or incapable of consenting due to the use of alcohol or drugs, they cannot legally give consent. Without consent, it is sexual assault.</p>

<p>If the person chose to drink or use drugs, then it isn't considered sexual assault.</p>	<p>This is a prominent misconception about sexual assault. No one can consent while drunk or incapacitated.</p>
<p>If the victim didn't scream or fight back, it probably wasn't sexual assault.</p>	<p>When an individual is sexually assaulted they may become paralyzed with fear and be unable to fight back. The person may be fearful that if they struggles, the perpetrator will become more violent.</p>
<p>If you didn't say no, it must be your fault.</p>	<p>People who commit sexual assault/abuse are trying to gain power and control over their victim. They want to make it extremely difficult, if not impossible, for their victim to say no.</p> <p>A person does not need to actually say the word "no" to make it clear that they did not want to participate. The focus in consent is on hearing "yes".</p>
<p>If a person isn't crying or visibly upset, it probably wasn't a serious sexual assault.</p>	<p>Every person responds to the trauma of sexual assault differently. They may cry or they may be calm. They may be silent or very angry. Their behaviour is not an indicator of their experience. It is important not to judge a person by how they responds to the assault.</p>
<p>If someone does not have obvious physical injuries, like cuts or bruises, they probably were not sexually</p>	<p>Lack of physical injury does not mean that a person wasn't sexually assaulted. An offender may use threats, weapons, or other coercive actions that do not leave physical marks. The person may have been unconscious or been otherwise incapacitated.</p>
<p>If it really happened, the victim would be able to easily recount all the facts in the proper order.</p>	<p>Shock, fear, embarrassment and distress can all impair memory. Many survivors attempt to minimize or forget the details of the assault as a way of coping with trauma.</p> <p>Memory loss is common when alcohol and/or drugs are involved.</p>

<p>Individuals lie and make up stories about being sexually assaulted; and most reports of sexual assault turn out to be false.</p>	<p>According to Statistics Canada, fewer than one in 10 sexual assault victims report the crime to the police. Approximately 2% of sexual assault reports are false.</p> <p>The number of false reports for sexual assault is very low. Sexual assault carries such a stigma that many people prefer not to report.</p>
<p>Persons with disabilities don't get sexually assaulted.</p>	<p>Individuals with disabilities are at a high risk of experiencing sexual violence or assault. Those who live with activity limitations are over two times more likely to be victims of sexual assault than those who are able-bodied.</p>
<p>A spouse or significant other cannot sexually assault their partner.</p>	<p>Sexual assault can occur in a married or other intimate partner relationship. The truth is, sexual assault occurs ANY TIME there is not consent for sexual activity of any kind. Being in a relationship does not exclude the possibility of, or justify, sexual assault. A person has the right to say "no" at ANY point.</p>
<p>People who are sexually assaulted "ask for it" by their provocative behaviour or dress.</p>	<p>This statement couldn't be more hurtful or wrong. Nobody deserves to be sexually assaulted. Someone has deliberately chosen to be violent toward someone else; to not get consent. Nobody asks to be assaulted. Ever. No mode of dress, no amount of alcohol or drugs ingested, no matter what the relationship is between the survivor and the</p>
<p>Sexual assault only happens to women</p>	<p>Not true. The majority of sexual assaults are committed against women by men, but people of all genders, from all backgrounds have been/can be assaulted.</p>
<p>Sexual abuse of males is rare.</p>	<p>According to Statistics Canada, six per cent of males 15 or over reported that they had experienced sexual victimization. Sexual assault/abuse occurs in every economic, ethnic, age and social group.</p>
<p>If you got aroused or got an erection or ejaculated you must have enjoyed it.</p>	<p>It is normal for your body to react to physical stimulation. Just because you became physically aroused does not mean that you liked it, or wanted it or consented in any way. If you experienced some physical pleasure, this does not take away the fact that sexual abuse happened or the effects or feelings of abuse.</p>

## APPENDIX II

### Sexual Assault Centre's (Ontario):

Region in	Sexual Assault Centre	24-hr Crisis Line	Office Phone
Algoma	<a href="#">Women In Crisis Algoma</a>	1-877-759-1230	<b>705-759-1230</b>
Belleville-Quinte	<a href="#">Sexual Assault Centre for Quinte &amp; District</a>	1-877-544-6424	<b>613-967-6300</b>
Brant	<a href="#">Sexual Assault Centre of Brant</a>	519-751-3471	<b>519-751-1164</b>
Bruce County	<a href="#">Women's House Serving Bruce and</a>	1-866-578-5566	<b>519-372-1113</b>
Brockville		<a href="#">Sexual Assault Centre</a>	613-345-3881
Chatham-Kent	<a href="#">Chatham-Kent Sexual Assault Crisis Centre</a>	519-354-8688	<b>519-354-8908</b>
Cornwall	<a href="#">Sexual Assault Support Services for Women, <u>Cornwall</u></a>	English: 613-932-1603	<b>613-932-1755</b>
East	<a href="#">Counselling Centre of East Algoma</a>	1-800-721-0077	<b>705-848-2585</b>
Guelph-Wellington	<a href="#">Guelph-Wellington Women in Crisis</a>	519-836-5710	<b>519-836-1110</b>
Halton	<a href="#">Sexual Assault &amp; Violence</a>	905-875-1555	<b>906-825-3622</b>
Hamilton	<a href="#">Sexual Assault Centre Hamilton &amp;</a>	905-525-4162	<b>905-525-4573</b>
Kawartha (Peterborough)	<a href="#">Kawartha Sexual Assault Centre</a>	705-741-0260	<b>705-748-5901</b>
Kenora	<a href="#">Kenora Sexual Assault Centre</a>	807-468-7233 1-	<b>807-468-7958</b>
Kingston	<a href="#">Sexual Assault Centre Kingston</a>	613-544-6424	<b>613-545-0762</b>
Waterloo	<a href="#">Sexual Assault Support Centre of</a>	519-741-8633	<b>519-571-0121</b>
London-Middlesex	<a href="#">Sexual Assault Centre London</a>	519-438-2272	<b>519-439-0844</b>
Muskoka	<a href="#">Athena's Sexual Assault Counselling</a>	705-737-2008	<b>705-737-2884</b>
Niagara	<a href="#">Niagara Region Sexual Assault Centre</a>	905-682-4584	<b>905-682-7258</b>
Nipissing	<a href="#">Amelia Rising Sexual Assault Centre</a>	705-476-3355	<b>705-840-2403</b>
Oshawa-Durham	<a href="#">Oshawa-Durham Rape Crisis Centre</a>	905-668-9200	<b>905-444-9672</b>
Ottawa SASC	<a href="#">Sexual Assault Support Centre of Ottawa</a>	613-234-2266	<b>613-725-2160</b>
Ottawa RCC	<a href="#">Ottawa Rape Crisis Centre</a>	<b>613-562-2333</b>	<b>613-562-2334</b>

Region in Ontario	Sexual Assault Centre	24-hr Crisis Line	Office Phone
Peel	<a href="#">Hope 24/7: Sexual Assault Centre of Peel</a>	1-800-810-0180	<b>905-792-0821</b>
Renfrew	<a href="#">Women's Sexual Assault Centre of</a>	1-800-663-3060	<b>613-735 – 5551</b>
Sarnia-Lambton	<a href="#">Sexual Assault Survivors' Centre</a>	519-337-3320	<b>519-337-3154</b>
Sudbury	<a href="#">Voices for</a>	none	<b>705-523-7100</b>
Thunder Bay	<a href="#">Thunder Bay Sexual Abuse &amp; Sexual</a>	807-344-4502	<b>807-345-0894</b>
Timmins	<a href="#">Timmins and Area Women in Crisis</a>	1-877-268-8380	<b>705-268-8381</b>
Toronto	<a href="#">Multicultural Women Against</a>	(416) 597-8808	<b>416-597-1171</b>
Windsor-Essex	<a href="#">Sexual Assault Crisis Centre of Essex County</a>	519-253-9667	<b>519-253-3100</b>
York	<a href="#">Women's Support Network of York Region</a>	<b>1-800-263-6734</b>	<b>905-895-3646</b>

### Pour le support francophone aux femmes victimes d'agression sexuelle:

#### CALACS (Francophone Sexual Assault Centres) in Ontario

- [Centre Passerelle pour femmes: CALACS du Nord de l'Ontario](#)

C.P. 849 Timmins (Ontario) P4N 7G7

705-360-5657

- [Centre francophone d'aide et de lutte contre les agressions à caractère sexuel d'Ottawa](#)

40 rue Cobourg, Ottawa (Ontario) K1N 8Z6

613-789-8096

calacs@calacs.ca

- [Centre Novas : Centre francophone d'aide et de lutte contre les agressions à caractère sexuel de Prescott-Russell](#)

C.P. 410, Casselman (Ontario) K0A 1M0

613-764-5700

1-866-772-9922 poste 221

- [Carrefour des femmes du Sud-Ouest de l'Ontario: CALACS de la région du Sud-Ouest](#)

Postal 774, London (Ontario) N6A 4Y8

519-858-0954

1-888-858-0954

bienvenue@carrefourfemmes.on.ca

- [Centre Victoria pour femmes](#)

C.P. 308 Sudbury (Ontario) P3E 4P2

705-670-2517

info@centrevictoria.ca

- [Centr'Elles, centre des Femmes Francophones du Nord-Ouest de l'Ontario](#)

P.O. Box 26058, Thunder Bay (Ontario) P7B 0B2

807-684-1955

1-888-415-4156

admin@centrelles.com

- [Oasis Centre des femmes](#)

465 Yonge Street PO Box 73022 Wood Street, Toronto (Ontario) M4Y 2W5

416-591-6565

services@oasisfemmes.org

- [Colibri - Centre des femmes francophones du comté de Simcoe](#)

80 rue Bradford, bureau 340, Barrie ON L4N 6S7

705-797-2060

1-877-797-2050

admin@centrecolibri.ca

- [Centre de santé communautaire Hamilton/Niagara - Espace entre Elles](#)

1320 rue Barton Est, Hamilton ON L8H 2W1

905-528-0163

1-866-437-7606

Pour le support francophone aux femmes victimes d'agression sexuelle, se il vous plaît visitez (*for French-language support to women victims of sexual assault, please also visit*): [Action ontarienne contre la violence faite aux femmes](#).

**Acknowledgements:**

A number of resources contributed to the development of this document, including the sexual assault policies and procedures from several colleges and universities in Ontario, notably, Durham College, University of Guelph and Lakehead University, as well as the METRAC discussion paper on sexual assault policies on campuses. The Ontario Women’s Directorate resource, “Developing a Response to Sexual Violence: A Resource Guide for Ontario’s Colleges and Universities” served as a reference and the “Dispelling Myths and Misconceptions About Sexual Assault” chart is based on it. In addition, the Ontario Coalition of Rape Crisis Centre’s provided a list of sexual assault centers in Ontario and their hotline numbers.