

SEXUAL VIOLENCE AND SEXUAL HARASSMENT POLICY

1. Policy Application

The Policy applies to all members of TIBC community including students, staff, faculty, administrators, contract service providers, contractors, officers, directors and individuals who are directly connected to any of TIBC's initiatives, volunteers and visitors.

2. The Scope

The Policy applies to complaints of sexual violence or sexual harassment that have occurred on TIBC campus/es or at a TIBC event and involve members of the college community as defined in paragraph one, the Policy Application.

3. Purpose and Intent

All members of TIBC community have a right to study and work in an environment free of sexual violence and sexual harassment.

This document sets out our policy on sexual violence and sexual harassment, defines the prohibited behaviours, and outlines our investigative processes for sexual violence and sexual harassment.

4. Policy Objectives

TIBC is committed to providing members of our college community an educational environment free from sexual violence and sexual harassment and treating those individuals who report incidents of sexual violence or sexual harassment with dignity and respect.

To that end TIBC will educate and train faculty, staff and students about this Policy and how to identify situations that involve, or could progress into sexual violence or sexual harassment and how to reduce these forms of prohibited behaviours.

Where a complaint has been made, under this Policy, of sexual violence or sexual harassment TIBC will take all reasonable steps to investigate it, including as follows:

- (a) responding promptly to any complaint and providing reasonable updates to the complainant and the respondent about the status of the investigation;
- (b) assisting those who have experienced sexual violence or sexual harassment in obtaining counselling and medical care;
- (c) providing those who have experienced sexual violence or sexual harassment with appropriate academic and other accommodation;
- (d) providing those who have experienced sexual violence or sexual harassment with information about reporting options; and
- (e) providing on-campus investigation procedures for sexual violence and sexual harassment complaints.

TIBC confirms that we will ensure compliance with this requirement going forward by ensuring the Sexual Violence & Sexual Harassment Policy is reviewed at least once every three years and/or amended as necessary.

5. Definition of Sexual Misconduct

This Policy prohibits sexual misconduct, which includes sexual violence and sexual harassment.

Sexual Violence, without limiting the generality of the foregoing, includes:

- (a) sexual assault which is any type of an unwanted sex act done by one person to another, without that person's consent, that violates the sexual integrity of an individual ranging from unwanted touching to penetration;
- (b) any violence, physical or psychological, carried out through sexual means or by targeting sexuality, including sexual abuse; and
- (c) criminal harassment (including stalking and cyber bullying).

Sexual Harassment, without limiting the generality of the foregoing, includes:

- (a) Any course of vexatious comment or conduct of a sexual nature that is known or ought reasonably to have been known to be unwelcome, including:
- (b) offensive jokes or comments of a sexual nature;
- (c) displaying of pornographic or sexist pictures or materials, including online;
- (d) suggestive or offensive remarks;
- (e) unwelcome language related to gender;
- (f) remarks, jokes, innuendoes, propositions, or taunting about a person's body, attire, sex or sexual orientation;
- (g) leering or inappropriate staring ;
- (h) bragging about sexual prowess;
- (i) physical contact such as touching, patting, or pinching, with an underlying sexual connotation; and
- (j) sexual solicitation or advance made by a person in a position to confer, grant or deny a benefit or advancement to the person where the person making the solicitation or advance knows or ought reasonably to know that it is unwelcome.

6. Reporting and Responding to Sexual Violence

All members of our college community will take all reasonable steps to prevent sexual violence on our college campus or events and report immediately to the TIBC President if they are subject to, witness or have knowledge of sexual violence, or have reason to believe that sexual violence has occurred or may occur.

To the extent it is possible, TIBC President will attempt to keep all information disclosed confidential except in those circumstances it believes an individual is at imminent risk of self-harm, or of harming another, or there are reasonable grounds to believe that others in the our career community are at risk.

TIBC recognizes the right of the complainant to determine whether her or his complaint will be dealt with by the police and/or the college. However, in certain circumstances, TIBC may be required by law or its internal policies to initiate an internal investigation and/or inform police without the complainant's consent, if it believes the safety of members of its college community is at risk.

Students are not required to report an incident of, or make a complaint about, sexual violence in order to obtain the supports and services. Members of the college community may contact the TIBC President, Cynthia Sunny at (416) 335-0508 / admin1@torontoibc.ca

7. Investigating Reports of Sexual Violence

A complaint of sexual violence may be filed under this Policy, by any member of our college community, to the TIBC President in writing.

Upon a complaint of alleged sexual violence being made, the TIBC President will initiate an investigation, including as follows:

- (a) determining whether the incident should be referred immediately to police;
- (b) meeting with the complainant to determine the date and time of the incident, the persons involved, the names of any person who witnessed the incident and a complete description of what occurred;
- (c) interviewing the complainant, any person involved in the incident and any identified witnesses;
- (d) interviewing any other person who may have knowledge of incidents related to the complaint or any other similar incidents;
- (e) informing the respondent of the complaint, providing details of the allegations and giving the respondent an opportunity to respond to those allegations;
- (f) providing reasonable updates to the complainant and the respondent about the status of the investigation; and
- (g) determining what disciplinary action, if any, should be taken.

8. Reporting Sexual Harassment

All members of our college community will take all reasonable steps to prevent sexual harassment on our college campus/es or events and report immediately to the TIBC President, if they are subject to, witness or have knowledge of sexual harassment, or have reason to believe that sexual harassment has occurred or may occur.

To the extent it is possible, the TIBC President will attempt to keep all information disclosed confidential except in those circumstances it believes an individual is at imminent risk of self-harm, or of harming another, or there are reasonable grounds to believe that others in our career community are at risk.

If the complainant decides not to lay a formal complaint, TIBC may in certain circumstances, be required by law or its internal policies to initiate an internal investigation if it believes the safety of members of its college community is at risk.

Students are not required to report an incident of, or make a complaint about, sexual violence in order to obtain the supports and services. Members of the college community may contact the TIBC President, Cynthia Sunny at (416) 335-0508 / admin1@torontoibc.ca

9. Investigating Reports of Sexual Harassment

If a member of our college community believes she/he has been sexually harassed by a member of our college community, she/he may confront the harasser personally or in writing pointing out the unwelcome behaviour and requesting that it stop; or

Report the complaint to the TIBC President in writing.

Upon a complaint of alleged sexual harassment being made to the TIBC President, the college President will initiate an investigation, including as follows:

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- (a) meeting with the complainant to determine the date and time of the incident, the persons involved, the names of any person who witnessed the incident and a complete description of what occurred;
 - (b) interviewing the complainant, any person involved in the incident and any identified witnesses;
 - (c) interviewing any other person who may have knowledge of incidents related to the complaint or any other similar incidents;
 - (d) informing the respondent of the complaint, providing details of the allegations and giving the individual an opportunity to respond to those allegations;
 - (e) providing reasonable updates to the complainant and the respondent about the status of the investigation; and
 - (f) determining what disciplinary action, if any, should be taken.

10. Disciplinary Measures

If it is determined by TIBC that a member of our college community has been involved in sexual violence or sexual harassment of a member of our college community, immediate disciplinary or corrective action will be taken up to and including termination of employment or expulsion of a student.

In cases where criminal proceedings are initiated, TIBC will assist police agencies, lawyers, insurance companies, and courts to the fullest extent.

Where criminal and/or civil proceedings are commenced in respect of allegations of sexual violence or sexual harassment, TIBC may conduct its own independent investigation and make its own determination in accordance with its own policies and procedures.

Making False Statements

It is a violation of this Policy for anyone to knowingly make a false complaint of sexual violence or sexual harassment or to provide false information about a complaint. Individuals who violate this Policy are subject to disciplinary and / or corrective action, up to and including termination of employment or expulsion.

11. Reprisal

It is a violation of this Policy to retaliate or threaten to retaliate against a complainant, acting in good faith, who has brought forward a complaint of sexual violence or sexual harassment, provided information related to a complaint, or otherwise been involved in the complaint investigation process.

12. Resources

Appendix 1 lists provincial rape crisis centres which could be provided as resources.

Student Signature: _____

Date: _____

Appendix 1

Canadian Association of Sexual Assault Centres Ontario

Provincial

English

Assaulted Women's Helpline
Toll Free: 1-866-863-0511
#SAFE (#7233) on Bell, Rogers, Fido or Telus mobile
TTY: 416-364-8762
www.awhl.org

Français

Fem'aide
Telephone toll-free: 1-877-336-2433
ATS: 1 866 860-7082
www.femaide.ca

Sexual Assault/Domestic Violence Treatment Centres

35 hospital-based centres that provide 24/7 emergency care to women. To locate the Sexual Assault/Domestic Violence Treatment Centre nearest you, follow [this link](#).

Local

Alliston, Barrie, Collingwood, Midland and Orillia

Huronian Transition Homes operates La Maison Rosewood Shelter (Midland) & Athena's Sexual Assault Counselling and Advocacy Centre

24 hour crisis line:

Barrie: 705-737-2008 or 1-800-987-0799
Midland: 705-526-4211 or 1-800-461-175
Office: 705-526-3221
www.huroniatransitionhomes.ca

Belleville

Sexual Assault Centre for Quinte and District
Toll-Free: 1-877-544-6424
Office: 613-967-6300
www.sacqd.com

Bracebridge

Muskoka/Parry Sound Sexual Assault Services
Parry Sound District Office
Office: (705) 774-9083 or 1-877-851-6662
www.daphnewymn.com
Muskoka District Office
Office: (705) 646-2122 or 1-877-406-1268
www.daphnewymn.com

Brantford

Sexual Assault Centre of Brantford
Crisis: 519-751-3471
Office: 519-751-1164
sexualassaultcentre@sacbrant.ca
<http://sacbrant.ca/>

Brockville

Assault Response & Care Centre
Office: (613) 345-3881 or 1-800-567-7415
arcc@bgh-on.ca
www.arc-c.ca

Chatham

Chatham-Kent Sexual Assault Crisis Centre
24 Hour Crisis Line: 519-354-8688
Office/TTY: 519-354-8908
<http://cksacc.org/>

Cornwall

Sexual Assault Support Services for Women
Office: 613-932-1755
<http://sassforwomen.ca>
Iethinisten:ha Women's Shelter
Akwesasne Family Violence Program
24 Hour Crisis: 1-800-480-4208 ^[1]_{SEP}
Phone: 613-937-4322
www.akwesasne.ca/iethinistenha-women's-shelter

Durham Region

Durham Rape Crisis Centre

Crisis: 905-668-9200

Office: 905-444.9672

info@drcc.ca

www.drcc.ca

Eganville

Women's Sexual Assault Centre of Renfrew County

24 hour crisis: 1-800-663-3060

Office: 613-735-5551

www.wsac.ca

Guelph

Guelph-Wellington Women in Crisis

Crisis: 519-836-5710

1-800-265-7233

Office: 519-823-5806

www.gwwomenincrisis.org

Hamilton

Sexual Assault Centre (Hamilton and Area)

Crisis: (905) 525-4162

Office (905) 525-4573

TTY: 905-525-4592

www.sacha.ca

Kenora

Kenora Sexual Assault Centre

Crisis: (807) 468-7233 or 1-800-565-6161

Office: (807) 468-7958

www.kenoralsexualassaultcentre.com

Kingston

Sexual Assault Centre Kingston

Crisis: 613-544-6424 or 1-877-544-6424

Office: 613-545-0762

sack@sackingston.com

www.sackingston.com

Kitchener-Waterloo

Sexual Assault Support Centre of Waterloo Region

Crisis: 519.741.8633

Office: 519.571.0121

info@sascwr.org

www.kwsasc.org

London

Sexual Assault Centre London

Crisis: 519-438-2272

Office 519-439-0844

TTY: 519-439-0690

sacl@sacl.ca

www.sacl.ca

London Abused Women's Centre

Office: 519-432-2204

E-Mail: info@lawe.on.ca

<http://lawc.on.ca/>

Peel Region

Hope 24/7 (formerly the Sexual Assault/Rape Crisis Centre of Peel)

Crisis:1-800-810-0180

Office: (905) 792-0821

<http://hope247.ca/>

Newmarket

Women's Support Network of York Region

Crisis: 1-800-263-6734 or 905-895-6734

Office: (905) 895-3646

www.womenssupportnetwork.ca

North Bay

Amelia Rising Women's Sexual Assault Centre of Nippissing/centre d'agressions sexuelles de nippissing

Crisis: 705-476-3355

Office: 705-840-2403

TTY: (705) 840-5877

info@ameliarising.ca

www.ameliarising.ca

Oakville

Sexual Assault & Violence Intervention Services of Halton
Crisis: 905-875-1555 or 1-877-268-8416
Office: 905-825-3622
www.savisofhalton.org

Orangeville

Family Transition Place
Crisis: 1-800-265-9178
Office: 519-942-4122
www.familytransitionplace.ca

Ottawa

Sexual Assault Support Centre
Crisis: 613-234-2266
Phone: 613-725-2160
TTY: 613-725-1657
info@sascottawa.com
<http://sascottawa.com>

Ottawa Rape Crisis Centre

Crisis: 613-562-2333
Office: 613-562-2334
<http://orcc.net/>

Peterborough & Kawarthas

Kawartha Sexual Assault Centre
Crisis: (705) 741-0260 or 1-866-298-7778
Office/TTY: (705) 741-0260
www.kawarthasexualassaultcentre.com

YWCA Peterborough Haliburton

Crisis: 1-800-461-7656
Office: 705.743.3526 x 130
www.ywcapeterborough.org

Sault Ste Marie

Women in Crisis (Algoma) Inc.
Crisis: 705-759-1230 or 1-877-759-1230
www.womenincrisis.ca

Sarnia-Lambton

Sexual Assault Survivors Centre Sarnia-Lambton
Crisis: 519 337-3320 or 1-888-231-0536
Office: (519) 337-3154
www.sexualassaultsarnia.on.ca

Simcoe

Haldimand & Norfolk Women's Service
Crisis: 1-800-265-8076
TTY: 1-800-815-6419
Office: 519-426-8048
hnws@hnws.on.ca
www.hnws.on.ca

St. Catherines

Niagara Region Sexual Assault Centre
Crisis: (905) 682-4584
Office: (905) 682-7258
carsa@sexualassaultniagara.org
<http://sexualassaultniagara.org/>

Thunder Bay

Thunder Bay Sexual Assault and Sexual Abuse Crisis and Counselling Centre
Office: (807) 345-0894 or 1-866-311-5927
tbcounselling@tbsasa.org
www.tbsasa.org

Timmins

Timmins and Area Women in Crisis
Crisis: 1-877-268-8380 (sexual assault)
Crisis: 1-855-827-7233 (shelter)
Office: (705) 268-8381
info@tawc.ca
<http://www.tawc.ca/>

Toronto

Oasis Centre des Femmes
Téléphone : 416-591-6565
Courriel : service@oasisfemmes.org
<http://oasisfemmes.org/>

Toronto Rape Crisis Centre: Multicultural Women
Against Rape

Crisis: 416-597-8808

Office: 416-597-1171

info@trccmwar.ca

crisis@trccmwar.ca

www.trccmwar.ca

Windsor

Sexual Assault Crisis Centre of Essex County

Crisis: 519-253-9667

www.saccwindsor.net

Woodstock

Domestic Abuse Services Oxford

Crisis: 519 539-4811 or 1-800-265-1938

info@daso.ca

www.daso.ca