

Sexual Violence Policy

Sexual Violence:

Sexual violence means 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. It includes sexual assault, sexual harassment, stalking, indecent exposure, voyeurism, stealthing, and sexual exploitation.

Our Commitment:

Thompson career college is committed to provide students with an environment free of sexual violence. It assures the students who report incidents of sexual violence to treat with dignity and respect without any discrimination.

This policy is developed to ensure to protect the rights of individuals who experience sexual violence and holds individuals who have committed an act of sexual violence accountable.

Training & Availability:

Thompson career college shall provide a copy of the Sexual Violence Policy with every contract made between the college and its students, and provide a copy of the Sexual Violence Policy to college management (corporate directors, controlling shareholders, owners, partners, other persons who manage or direct the career college's affairs, and their agents), instructors, staff, other employees and contractors and train them.. The Sexual Violence Policy shall be published on its website: www.thompsoncollege.com & will be available at the front desk.

Reporting and Responding to Sexual Violence

Thompson career college management, administrators, instructors, staff, employees, contractors and students should immediately report any sexual violence incidents they witness or have knowledge of, or where they reason to believe that sexual violence has occurred or may occur to the Campus Administrator/Managing Director.

Members who have experienced sexual violence are encouraged to come forward to report as soon as they are able to do so.

Thompson career college assures that:

- a. students who disclose their experience of sexual violence through reporting an incident of, making a complaint about, or accessing supports and services for sexual violence, will not be asked irrelevant questions during the investigation process by Thompson career college's staff or investigators, including irrelevant questions relating to the student's sexual expression or past sexual history
- b. If students, in good faith, report an incident of, or make a complaint about, sexual violence, they will not be subject to discipline or sanctions for violations of the Thompson career college's policies relating to drug or alcohol use at the time the alleged sexual violence occurred. Students who have been affected by sexual violence or who need information about support

services should contact the Campus Administrator. Campus Administrator will report all the incidents to Managing Director.

Confidentiality:

Thompson career college will take all the necessary steps(a) to keep all personal information of persons involved in the investigation confidential except in those circumstances where it believes an individual is at imminent risk of self-harm, or of harming another, or there are reasonable grounds to believe that others on its campus or the broader community are at risk.

Confidentiality Measures:

(a) Thompson career college will make sure that all complaints/reports and information gathered will only be available to those who need to know for purposes of investigation, implementing safety measures and other circumstances that arise from any given case

(b) All the documentation is kept in a separate file from that of the Complainant/student or the Respondent under lock and key

(c) Thompson career college recognizes the right of the Complainant not to report an incident of or make a complaint about sexual violence or not request an investigation and not to participate in any investigation that may occur.

(d) Notwithstanding (e), in certain circumstances, Thompson career college 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 campus or the broader community is at risk.

(f) In all cases, including (e) above, Thompson career college will appropriately accommodate the needs of its students who are affected by sexual violence. Students seeking accommodation should contact the campus administrator or managing director.

In this regard, Thompson career college will assist students who have experienced sexual violence in obtaining counselling and medical care, and provide them with information about sexual violence supports and services available in the community. Students are not required to file a formal complaint in order to access supports and services.

Investigation:

(a) Under this Sexual Violence Policy, any student of Thompson college may file a report of an incident or a complaint to the Campus Administrator /Managing Director. The other officials, offices or departments that will be involved in the investigation is the Campus Administrator or any officers assigned by the Managing director

(b) Upon receipt of a report of an incident or a complaint of alleged sexual violence being made, the Managing Director will respond promptly and:

(i) determine whether an investigation should proceed and if the Complainant wishes to participate in an investigation;

(ii) determine who should conduct the investigation having regard to the seriousness of the allegation and the parties involved;

(iii) determine whether the incident should be referred immediately to the police; In such cases or where civil proceedings are commenced in respect of allegations of sexual violence, Thompson career college may conduct its own independent investigation and make its own determination in accordance with its own policies and procedures; and

(iv) determine what interim measures ought to be put in place pending the investigation process such as removal of the Respondent or seeking alternate methods of providing necessary course studies.

(c) Once an investigation is initiated, the following will occur:

(i) The Complainant and the Respondent will be advised that they may ask another person to be present throughout the investigation;

(ii) interviewing the Complainant to ensure a complete understanding of the allegation and gathering

additional information that may not have been included in the written complaint such as 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;

(iii) informing and interviewing the Respondent of the complaint, providing details of the allegations and giving the Respondent an opportunity to respond to those allegations and to provide any witnesses the Respondent feels are essential to the investigation;

(iv) Interviewing any person involved or who has, or may have, knowledge of the incident and any identified witnesses;

(v) Providing reasonable updates to the Complainant and the Respondent about the status of the investigation; and

(vi) Following the investigation, the managing director will:

(a.) Review all of the evidence collected during the investigation;

(b.) Determine whether sexual violence occurred; and if so

(c.) Determine what disciplinary action, if any, should be taken as set out below.

Disciplinary Measures:

(a) If it is determined by the College that the Respondent did engage in sexual violence, immediate disciplinary or corrective action will be taken. This may include:

(i) disciplinary action up to and including termination of employment of instructors or staff; or

(ii) Expulsion of a student; and /or

(iii) The placement of certain restrictions on the Respondent's ability to access certain premises or facilities; and/or

(iv) Any other actions that may be appropriate in the circumstances.

Appeal:

Should the Complainant or the Respondent not agree with the decision resulting from the investigation, he or she may appeal the decision to the President within 10 days by submitting a letter addressed to the President advising of the person's intent to appeal the decision.

Making False Statements:

(a) It is a violation of this Sexual Violence Policy for anyone to knowingly make a false complaint of sexual violence or to provide false information about a complaint.

(b) Individuals who violate this Sexual Violence Policy are subject to disciplinary and / or corrective action up to and including termination of employment of instructors or staff or expulsion of a student.

Reprisal:

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

(b) Individuals who violate the Sexual Violence Policy are subject to disciplinary and /or corrective action, up to and including termination of employment of instructors or staff or expulsion of a student.

Review:

(a) Thompson career college shall ensure that student input is considered in the development of its Sexual Violence Policy and every time it is reviewed or amended.

Thompson career college shall review its Sexual Violence Policy every three years after it is first implemented and amend it where appropriate.

Collection of Student Data:

(a) Career College Group shall collect and be prepared to provide upon request by the Superintendent of Private Career Colleges such data and information as required according to Subsections 32.3 (8), (9) and

(10) of Schedule 5 of the Private Career Colleges Act, 2005 as amended.

Contact Information:

Thompson Career College:

1. Mississauga - Lovi Aquino - Administrator
2. Markham - Janeth Tan - Administrator
3. London - Wesley Paul - Administrator
4. Managing Director – Paul Jacob

Local Centers:

Canadian Association of Sexual Assault Centres Ontario
Assaulted Women's Helpline

1-866-863-0511

#SAFE (#7233) on Bell, Rogers, Fido or Telus mobile

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

www.daso.ca

London

Sexual Assault Centre London

Crisis: 519-438-2272

Office 519-439-0844

TTY: 519-439-0690

sac1@sac1.ca

www.sac1.ca

London Abused Women's Centre

Office: 519-432-2204

E-Mail: info@lawc.on.ca

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

Durham Region

Durham Rape Crisis Centre

Crisis: 905-668-9200

Office: 905-444.9672

info@drcc.ca

www.drcc.ca