



SEXUAL VIOLENCE AND SEXUAL HARASSMENT POLICY

1. POLICY APPLICATION

The Policy applies to all members of AYRA College of Arts & Health Sciences Canada ("the college") including students, staff, faculty, administrators, contract service providers, contractors, and individuals who are directly connected to any of the college's initiatives, volunteers and visitors.

2. THE SCOPE

The Policy applies to complaints of sexual violence or sexual harassment that have occurred on the college's campus or at a college event and involve members of the college's community as defined in the Policy Application.

3. PURPOSE AND INTENT

All members of the AYRA College 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 prohibited behaviours, and outlines our investigative processes for sexual violence and sexual harassment.

4. POLICY OBJECTIVES

AYRA College is committed to providing our community members 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. AYRA College will educate faculty, staff and students regarding 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 AYRA College 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.
- e. providing on-campus investigation procedures for sexual violence and sexual harassment complaints.

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).
- d. sexual harassment, without limiting the generality of the foregoing, includes:
- e. any vexatious comment or conduct of a sexual nature that is known or ought reasonably to have been known to be unwelcome, including:
 - i. offensive jokes or comments of a sexual nature;
 - ii. displaying of pornographic or sexist pictures or materials, including online;
 - iii. suggestive or offensive remarks;
 - iv. unwelcome language related to gender;
 - v. remarks, jokes, innuendoes, propositions, or taunting about a person's body, attire, sex or sexual orientation;
 - vi. leering or inappropriate staring ;
 - vii. bragging about sexual prowess;
 - viii. physical contact such as touching, patting, or pinching, with an underlying sexual connotation; and
 - ix. 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 college Director 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, AYRA College's campus Director 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 community are at risk.

AYRA College recognizes the right of the complainant to determine whether her or his complaint will be dealt with by the police and/or AYRA College. However, in certain circumstances, AYRA 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 college community is at risk. At all times, AYRA College will do its best to approximately accommodate the needs of students affected by sexual violence at no cost to the student. AYRA College community members should be aware that a formal report of an incident of sexual violence is not necessary to access supports, services, or accommodations.

In addition, if those reporting, 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 college's

policies relating to drug or alcohol use at the time the alleged sexual violence occurred. Those 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 the college's staff or investigators, including irrelevant questions relating to the student's sexual expression or past sexual history.

7. 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 college's campus Director in writing. A complaint of sexual violence may be filed under this Policy, by any member of our college community, to the AYRA College's campus Director in writing using the AYRA College Sexual Violence and Harassment Reporting Form. Upon a complaint of alleged sexual harassment being made to the college's campus Director, the Director 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 individual 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. DISCIPLINARY MEASURES

If it is determined by AYRA College 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, AYRA College 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, AYRA College may conduct its own independent investigation and make its own determination in accordance with its own policies and procedures.

9. 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.

10. 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.

11. RIGHT TO WITHDRAW A COMPLAINT

A complainant has the right to withdraw a complaint at any stage of the process. However, AYRA 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.

12. RESOURCES

Appendix 1 lists provincial sexual violence and harassment centres which could be provided as resources.

Appendix 1

SEXUAL ASSAULT CENTRES (ONTARIO)

Algoma, Sault Ste. Marie

Women in Crisis (Algoma) Inc.
Web: womenincrisis.ca
24 hr. Crisis Line: 1-877-759-1230
Office: 705-759-1230

Belleville-Quinte

Sexual Assault Centre
Web: sacqd.com
24 hr. Crisis Line: 1-877-544-6424
Office: 613-967-6300

Brant

Sexual Assault Centre of Brant
Web: sacbrant.ca
24 hr. Crisis Line: 519-751-3471
Office: 519-751-1164

Bruce County

Women's House
Web: whsbg.on.ca
24 hr. Crisis Line: 1-866-578-5566
Office: 519-372-1113

Chatham-Kent

Chatham-Kent Sexual Assault Crisis Centre
Web: cksacc.org
24 hr. Crisis Line: 519-354-8688
Office: 519-354-8908

Cornwall

Sexual Assault Support Services for Women
Web: sassforwomen.ca
24 hr. Crisis Line: 613-932-1603
Office: 613-932-1755

Durham

Durham Rape Crisis Centre
Web: durhamrapecrisisentre.com
24 hr. Crisis Line: 905-668-9200
Office: 905-444-9672

East Algoma, Eloit Lake

Counselling Centre of East Algoma
Web: counsellingeastalgoma.ca
24 hr. Crisis Line: 1-800-721-0077
Office: 705-848-2585

Guelph-Wellington

Guelph-Wellington Women in Crisis
Web: gwwomenincrisis.org
24 hr. Crisis Line: 519-836-5710
Toll-Free: 1-800-265-7233
Office: 519-836-1110

Halton, Oakville

Sexual Assault & Violence Intervention Services of Halton
Web: savisofhalton.org
24 hr. Crisis Line: 905-875-1555
Office: 905-825-3622

Hamilton

Sexual Assault Centre Hamilton & Area
Web: sacha.ca
24 hr. Crisis Line: 905-525-4162
Office: 905-525-4573

Kawartha, Peterborough & Area

Kawartha Sexual Assault Centre
Web: kawarthasexualassaultcentre.com
24 hr. Crisis Line: 705-741-0260
Office: 705-748-5901

Kenora

Kenora Sexual Assault Centre
Web: kenorasexualassaultcentre.ca
24 hr. Crisis Line: 807-468-7233
Toll Free: 1-800-565-6161
Office: 807-468-7958

Kingston

Sexual Assault Centre Kingston
Web: sackington.com
24 hr. Crisis Line: 613-544-6424
Toll Free: 1-877-544-6424
Office: 613-545-0762

Waterloo

Sexual Assault Support Centre of Waterloo Region
Web: sascwr.org
24 hr. Crisis Line: 519-741-8633
Office: 519-571-0121

London-Middlesex

Sexual Assault Centre London
Web: sacl.ca
24 hr. Crisis Line: 519-438-2272
Toll Free: 1-877-529-2272
Office: 519-439-0844

Nipissing

Amelia Rising Sexual Assault Centre
of Nipissing
Web: ameliarising.ca
24 hr. Crisis Line: 705-476-3355
Office: 705-840-2403

Ottawa RCC

Ottawa Rape Crisis Centre
Web: orcc.net
24 hr. Crisis Line: 613-562-2333
Office: 613-562-2334

Sarnia-Lambton

Sexual Assault Survivors' Centre
Sarnia-Lambton
Web : sexualassaultsarnia.on.ca
24 hr. Crisis Line: 519-337-3320
Office: 519-337-3154

Thunder Bay

Thunder Bay Sexual Abuse & Sexual
Assault Counselling & Crisis Centre
Web: tbsasa.org
24 hr. Crisis Line: 807-344-4502
Office: 807-345-0894

Windsor-Essex

Sexual Assault Crisis Centre of Essex
Country
Web: saccwindsor.net
24 hr. Crisis Line: 519-253-9667
Office: 519-253-3100

Muskoka Parry Sound

Muskoka Parry Sound Sexual Assault
Services
Web: mpssas.com
24 hr. Crisis Line: 1-800-461-2929
Office: 1-877-851-6662

Oshawa-Durham

Oshawa-Durham Rape Crisis Centre
Web: drcc.ca
24 hr. Crisis Line: 905-668-9200
Office: 905-444-9672

Peel

Hope 24/7: Sexual Centre of Peel
Web: hope24.ca
24 hr. Crisis Line: 1-800-810-0180
Office: 905-792-0821

Simcoe

Athena's Sexual Assault Services
Web: huroniatransitionhomes.ca
24 hr. Crisis Line: 705-737-2008
Toll Free: 1-800-987-0799
Office: 705-737-2884

Timmins

Timmins & Area Women in Crisis
Web: tawc.ca
24 hr. Crisis Line: 1-877-268-8380
Office: 705-268-8381

York

Women's Support Network of York
Region
Web: womensupportnetwork.ca
24 hr. Crisis Line: 905-895-7313
Toll Free: 1-800-263-6734
Office: 905-895-3656

Niagara

Niagara Region Sexual Assault
Centre
Web: sexualassaultniagara.org
24 hr. Crisis Line: 905-682-4584
Office: 905-682-7258

Ottawa SASC

Sexual Assault Support Centre of
Ottawa
Web: sascottawa.com
24 hr. Crisis Line: 613-234-2266
Office: 613-725-2160

Renfrew

Women's Sexual Assault Centre of
Renfrew County
Web: wsac.ca
1-800-663-3060
613-735 – 5551

Sudbury

Voices for Women Sudbury
Web: mentalhealthhelpline.ca
Office: 705-523-7100 ext. 2647

Toronto

Toronto Rape Crisis Centre
Web: trccmwar.ca
24 hr. Crisis Line: (416) 597-8808
Office: 416-597-1171