

Sexual Assault & Sexual Violence Policy & Protocol

Lambton College has a [Sexual Assault and Sexual Violence Policy and Protocol \(4000-3-9\)](#) that you can review in its entirety under the policies section of the lambtoncollege.ca website.

Below are quick links to various sections of the policy.

- [Reporting and Responding to Sexual Violence](#)
- [Complaint Process and Investigations](#)
- [Right to Withdraw Complaint](#)
- [Protection from Reprisals, Retaliation or Threats](#)
- [Unsubstantiated or Vexatious Complaints](#)
- [Confidentiality](#)
- [Policy Applicability](#)
- [Definitions and Relevant Terms](#)
- [Myths and Misconceptions about Sexual Assault](#)
- [Sexual Assault Centres \(Ontario\)](#)

Please Note: the Protocol section is campus-specific and the primary policy only reflects the protocol for Sarnia campus students. Protocol for Lambton in Toronto students is listed below.

Protocol – Lambton in Toronto Students

1. If You Have Experienced Sexual Violence

If you have experienced sexual violence, please go to the Student Services Advisor located in the Administration Offices on the 4th floor of 265 Yorkland Blvd., during regular business hours.

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:

- CMHA Mental Health helpline (866) 531-2600
- Good2Talk helpline (866) 925-5454
- Care Centre at the Women's College Hospital

Information about these resources is available below, or you can use the link to go directly to the resources at:

[https://www.lambtoncollege.ca/Programs/International/Lambton in Toronto/Academic and Personal Counselling/](https://www.lambtoncollege.ca/Programs/International/Lambton%20in%20Toronto/Academic%20and%20Personal%20Counselling/)

Anyone who has experienced sexual violence has the right to:

- Be treated with dignity and respect,
- Be heard and supported,
- 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 the local police,

- Have an on-campus investigation with the institution's full cooperation,
- Assistance in developing and implementing 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 Student Services Advisor can assist you with filing a complaint. If the alleged perpetrator is a 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. The Student Services Advisor can also assist you with contacting the local Police.

What to Do if You Witnessed Sexual Violence

If you witness sexual violence, call the Student Services Advisor, and they will assist you by providing the resources and necessary support. If you want to speak to someone directly, please go directly to Campus Security office at Reception or phone x 3208.

A number of other resources are available to you, including

- Toronto Police Services (416)808-2222

Information about these resources is available below; or you can use the link to go directly to the resources at https://www.lambtoncollege.ca/Programs/International/Lambton_in_Toronto/Academic_and_Personal

If an employee of the College witnesses or has knowledge of sexual violence against another member of the College community, the employee is required to report the alleged incident to the Student Services Advisor (416-485-2098) immediately.

3. What to do if Someone Discloses Allegations of Sexual Violence

A person may choose to confide in another person about an act of sexual violence, such as a student, instructor, or employee. 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 assaulted individual;
- 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 she/he feels are most appropriate and to decide whether to report to the police and/or the Student Services Advisor;
- 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 instructor or staff member by a student seeking support or academic accommodation, the instructor or staff member should take the student to student services immediately, and connect him/her with a college advisor.

4. 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 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 investigation of the incident when such an investigation is undertaken.

5. Roles and Responsibilities of the College Community

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

- On-campus health services to provide psychological and emotional support, assist with safety planning and make referrals to other services, including medical services;
- Facilitation academic accommodations and other academic needs of those who have experienced sexual violence, e.g. extensions on assignments, continuing studies from home, and dropping courses;
- Facilitation of investigations and gathering evidence, implementing measures to reduce sexual violence on campus and collaboration with local police where appropriate.

6. Information about these resources is available below; How Will the College Respond to a Report of Sexual Violence?

When 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. However, in certain circumstances, 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. The confidentiality and anonymity of the person(s) affected will be a high priority in these 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.

6.1. Where the Respondent is a Student

Sexual violence is a violation of 2000-5-1 Student Rights and Responsibilities and Discipline Policy. It is considered a serious offence and will be addressed in a manner that is consistent with other serious offences. See 2000-5-1 Student Rights and Responsibilities and Discipline Policy for more details on each disciplinary process.

6.2. Where the Respondent is an Employee

Sexual violence is a violation of 4000-5-3 Respectful College Community Policy. Allegations against employees will be addressed consistent with this Policy, any other relevant College policy and the collective agreement, where applicable. If the complaint is sustained following an investigation, the College will determine the appropriate disciplinary actions consistent with relevant policies any the collective agreement, where applicable.

6.3. Where the Respondent is not a Student or Employee

Contractors, suppliers, volunteers or visitors who attend on campus will be subject to complaints if they engage in prohibited conduct. Where a complaint against the respondent is substantiated, the College will take appropriate action.

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

6.4. Multiple Proceedings

Where criminal and/or civil proceedings are commenced in response to 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.

Related Policies, Procedures and Protocols

[2000-5-1 Students Rights, Responsibilities and Discipline Policy](#)