



STATEMENT FROM THE PRESIDENT

THIS POLICY APPLIES TO REGISTERED STUDENTS OF LJP SKILLS TRAINING.

LJP Skills Training values respect for all individuals, civility, diversity, dignity, equality and freedom. LJP is committed to maintaining a healthy and safe learning environment. We are committed to making this environment free of discrimination and harassment and strive to foster an atmosphere of healthy attitudes and behaviours towards sexuality, sex and gender roles. LJP Skills Training will not tolerate behaviour that contributes to a hostile and inequitable learning environment. We take seriously our commitment to supporting those who experience sexual violence and we work diligently to provide information and resources to ensure that our college remains free from sexual violence.

SEXUAL ASSAULT AND SEXUAL VIOLENCE ACTION POLICY

THE PRIVATE CAREER COLLEGES ACT DEFINES SEXUAL VIOLENCE AS:

“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.”

IT IS IMPERATIVE THAT EVERYONE UNDERSTANDS THE FOLLOWING:

Definition of 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.

- 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.
- Consent cannot be given on behalf of another person.

ANYONE WHO HAS EXPERIENCED SEXUAL VIOLENCE HAS THE RIGHT TO:

- be treated with dignity and respect,
- be believed,
- be informed about 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 local police,
- have an on-campus investigation with the College’s full cooperation,
- have reasonable and necessary actions taken to prevent further unwanted contact with the alleged perpetrator(s).



IF YOU HAVE EXPERIENCED SEXUAL VIOLENCE:

If you have experienced sexual violence and would like assistance in contacting resources, counselling or filing a report, please contact the Office Manager. 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. Individuals who have experienced sexual violence may wish to press charges under the Criminal Code. The Office Manager can assist you with contacting local police.

COMMUNITY RESOURCES:

GUELPH – WELLINGTON WOMEN IN CRISIS

38 Elizabeth St.

(519) 836-1110 / Email: adminrec@gwwomenincrisis.org

Monday – Friday 9:00am – 5:00pm

24 HOUR CRISIS LINE: (519) 836-5710 OR 1-800-265-SAFE (7233)

SEXUAL ASSAULT AND DOMESTIC VIOLENCE CARE & TREATMENT CENTRE

Guelph General Hospital

115 Delhi St.

Office: (519) 837-6440 ext. 2728 / After Hours: (519) 837-6440 ext. 2210

GUELPH POLICE SERVICE

15 Wyndham St. S.

(519) 824-1212

TTY: (519) 824-1466

Support Guide providing information including resources: <https://www.guelphpolice.ca/en/crime-prevention-and-community-safety/sexual-violence-support-guide.aspx>

VICTIM SERVICES WELLINGTON GUELPH

(519) 824-1212 EXT. 7304

VICTIM/WITNESS ASSISTANCE PROGRAM

(519) 837-6366

COMPASS COMMUNITY SERVICES

519-824-2431

HERE 24/7

1-844-437-3247

TTY: 1-877-688-5501

Please note that survivors do not need to make a complaint or report to access services or accommodations. Services and accommodations are available to you at any time regardless of the location and date of the occurrence.

IF YOU WOULD LIKE TO FILE A FORMAL COMPLAINT:

If the alleged perpetrator is another member of the College community, you may file a complaint under this Policy. The Office Manager can assist you with filing a complaint.



HOW WILL THE COLLEGE RESPOND TO A REPORT OF SEXUAL VIOLENCE?

LJP Skills Training 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. 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 students is at risk. The confidentiality and anonymity of the person(s) affected will be prioritized in these circumstances.

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 private career college's policies relating to drug or alcohol use at the time the alleged sexual violence occurred;

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 the private career college's staff or investigators, including irrelevant questions relating to the student's sexual expression or past sexual history.

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.

Sexual violence is a violation of LJP Skills Training's Sexual Assault and Sexual Violence Action Policy and Code of Conduct. It is considered a serious offence and will be addressed in a manner which is consistent with other serious offences and follow the response protocol of the LJP Skills Training Complaint Procedures. Please see LJP Skills Training Code of Conduct and Expulsion Policy for more details on the disciplinary process in addition to this policy.

In summary, decisions regarding complaints will be rendered within 5 days. A statement in writing will be issued outlining the reasons from which the decision was made to both the complainant and the respondent.

RESPONDENTS:

Respondents will be given reasonable notice, with full details of the allegations and provided with an opportunity to answer to the allegations made against them.

The College will ensure that the respondent is provided with reasonable updates about the status of the College's investigation of the incident when such investigations are undertaken.

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 restricted from entering certain parts of campus and restricted from attending class.

RIGHT TO WITHDRAW A COMPLAINT:

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

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 any other legislative process;
- having participated or co-operated in an investigation under this Policy or any other legislative process; or
- having been associated with someone who has pursued rights under this Policy or any other legislative process.

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.

January 2022



LJP SKILLS TRAINING
120 Malcolm Rd. Units 10 & 11, Guelph, ON N1K1B1
Phone: (519) 837-9381 / Email: info@ljpskills.ca