



Sexual Violence Policy – February 25, 2022

1. Sexual Violence Policy

- a) Stanford International College of Business and Technology is committed to providing its students with an educational environment free from sexual violence and treating its students who report incidents of sexual violence with dignity and respect.
- b) Stanford International College of Business and Technology has adopted this Sexual Violence Policy, which defines sexual violence and outlines its training, reporting, investigative and disciplinary responses to complaints of sexual violence made by its students that have occurred on its campus, or at one of its events and involve its students.
- c) The person accused of engaging in sexual violence will be referred to as the ‘Respondent’ and the person making the allegation as the ‘Complainant’.

2. Definition of 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, and includes sexual assault, sexual harassment, stalking, indecent exposure, voyeurism and sexual exploitation. “

3. Training, Reporting and Responding to Sexual Violence

- a) Stanford International College of Business and Technology shall include a copy of the Sexual Violence Policy in every contract made between it and its students, and provide a copy of the Sexual Violence Policy to career 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 about the policy and its processes of reporting, investigating and responding to complaints of sexual violence involving its students. * Any company participating in offering student internships on their premises must provide an undertaking in writing that it is in compliance with all applicable legislation, including the *Ontario Human Rights Code* and the *Occupational Health and Safety Act* and will provide students access to those policies should they encounter issues relating to sexual violence in the workplace.
- b) The Sexual Violence Policy shall be published on the college’s website.



- c) Career college management, instructors, staff, other employees and contractors of Stanford International College of Business and Technology will report incidents of or complaints of sexual violence to the VP of Human Resources upon becoming aware of them.
- d) 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.
- e) 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.
- f) Students who have been affected by sexual violence or who need information about support services **should contact the Campus Manager at the campus they are attending.**

Campus	Address	Phone
Brampton	18 Corporation Drive	905-789-0666
Mississauga	1011 Eglinton Ave, E., Units 1/2	905-629-3088
Mississauga	1011 Eglinton Ave, E., Units 4,5,6	905-629-3088
Scarborough	930 Progress Avenue	416-383-1608
Toronto	25 Scarsdale Road, Units 8 & 9	416-423-8188

- g) Subject to Section 4 below, to the extent it is possible, Stanford International College of Business and Technology will attempt 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. This will be done by:
 - i. ensuring that all complaints/reports and information gathered as a result of the complaint/reports will be only available to those who need to know for purposes of investigation, implementing safety measures and other circumstances that arise from any given case; and
 - ii. Ensuring that the documentation is kept in a separate file from that of the Complainant/student or the Respondent.
- h) Stanford International College of Business and Technology 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.



- i) Notwithstanding section (f), in certain circumstances, Stanford International College of Business and Technology 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 member of its campus or the broader community is at risk.
- j) In all cases, including section (f) above, Stanford International College of Business and Technology will appropriately accommodate the needs of its students who are affected by sexual violence. Students seeking accommodation should contact the Campus Manager. (Please see list on previous page).
- k) In this regard, Stanford International College of Business and Technology 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 and the province of Ontario, as set out in **Appendix 1** attached hereto. Students are not required to file a formal complaint in order to access supports and services.

4. Investigating Reports of Sexual Violence

- a. Under this Sexual Violence Policy, any student of Stanford International College of Business and Technology may file a report of an incident or a complaint to the Campus Manager in writing. The other official, offices or departments that will be involved in the investigation are VP of Human Resources. The College may also decide to use an Independent Investigator when appropriate in the circumstances.
- b. Upon receipt of a report of an incident or a complaint of alleged sexual violence being made, the VP of Human Resources 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, Stanford International College of Business and Technology, may conduct its own independent investigation and make its own determination in accordance with its own policies and procedures; and

- iv. Determine what interim measure 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 of 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 Respondents 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 VP of Human Resources or the Independent Investigator 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 in Section 5 below

5. Disciplinary Measures

- a. If it is determined by Stanford International College of Business and Technology 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



6. Appeal

- a. Should the Complainant or the Respondent not agree with the decision resulting from the investigation, he or she may appeal the decision to VP of Human Resources within 5 (Five) days by submitting a letter addressed to VP of Human Resources advising of the person's intent to appeal the decision. Appeals shall be subject to the Appeal Policy: Sexual Violence.

7. 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 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.

8. 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.

9. Review

- a. Stanford International College of Business and Technology shall ensure that student input is considered in the development of its Sexual Violence Policy and every time it is reviewed or amended.
- b. Stanford International College of Business and Technology shall review its Sexual Violence Policy 3 years after it is first implemented and amend it where appropriate. This date January 1, 2020.

10. Collection of Student Data

- a. Stanford International College of Business and Technology 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 32.1 (8), (9), (10) and (11) of Schedule 5 of the Private Career Colleges Act, 2005 as amended.**



Appendix 1: Resources

Sexual Assault Centres (Ontario) AND SERVICES

Canadian Association of Sexual Assault Centre (ONTARIO)

English:

Assaulted Women's HelpNumber Toll Free: 1-866-863-0511
NumberSAFE (Number7233) on Bell, Rogers, Fido or Telus mobile
TTY: 416-364-8762

French:

Ligne de soutien pour femmes touchées par la violence: Fem'aide
www.femaide.ca
877-336-2433
ATS: 1 866 860-7082

Jeunesse, J'écoute

www.jeunessejecoute.ca
1 -800- 668-686

You Can Contact Other Helping Centres. These Include:

Alliston, Barrie, Collingwood , Midland and Orillia 24 hour Crisis Number: Barrie: 705-737-2008 or 1-800-987-0799 Midland: 705-526-4211 or 1-800-461-1750	www.huroniatransitionhomes.ca Office: 705-526-3221
Belleville Sexual Assault Centre for Quinte and District 1-877-544-6424	www.sacqd.com Office: 613-967-6300
Bracebridge Muskoka/Parry Sound Sexual Assault Services Parry Sound 1-877-851-6662 Muskoka 1-877-406-1268	www.daphnewymn.com Office: 705-774-9083 Office: 705-646-2122
Brantford Sexual Assault Centre of Brantford Crisis Number: 519-751-3471	www.sacbrant.ca Office 519-751-1164 Email: sexualassaultcentre@sacbrant.ca
Brockville Assault Response & Care Centre 1-800-567-7415	www.arc-c.ca arc@bgh-on.ca Office: 613-345-3881
Chatham Chatham-Kent Sexual Assault Crisis Centre 24 hr Crisis Number: 519-354-8688	www.cksacc.org Office /TTY: 519-354-8908



Cornwall Sexual Assault Support Centre for Women Iethinisten:ha Women's Shelter Akwasasane Family Violence Program 24 hr Crisis Number : 1-800-480-4208	www.sassforwomen.ca Office: 613-932-1755 www.akwasasne.ca/iethinistenha-women's-shelter Office: 613-937-4322
Durham Region (Oshawa, Pickering, Ajax, Whitby, Uxbridge, Bowmanville, Port Perry) Durham Rape Crisis Centre Crisis Number: 905-668-9200	www.drcc.ca Email: info@drcc.ca Office: 905-444-9672
Eganville (Renfrew County) Women's Sexual Assault Centre of Renfrew County 24 Crisis Number: 1-800-663-3060	www.wsac.ca Office: 613-735-5551
Guelph Guelph-Wellington Women in Crisis Crisis Number: 519-836-5710 1-800-265-7233	www.gwwomenincrisis.org Office: 519-823-5806
Hamilton Sexual Assault Centre (Hamilton & area) Crisis Number: 905-525-4162 TTY: 905-525-4592	www.sacha.ca Office: 905-525-4573
Kenora Kenora Sexual Assault Centre Crisis Numbers : 807-468-7233 OR 1-800-565-6161	www.kenoralsexualassaultcentre.com Office: 807-468-7958
Kingston Sexual Assault Centre Kingston Crisis Numbers: 613-544-6424 or 1-877-544-6424	www.sackington.com Email: sack@sackington.com Office: 613-545-0762
Kitchener-Waterloo Sexual Assault Support Centre of Waterloo Region Crisis Number: 519-741-8633	www.kwsasc.org Email: info@sascwr.org Office: 519-571-0121
London Sexual Assault Centre London Crisis Number: 519-438-2272 TTY: 519-439-0690	www.saci.ca Email: sacl@sacl.ca Office: 519-439-0844
London Abused Women's Centre	www.lawc.on.ca Email: info@lawc.on.ca Office: 519-432-2204
Peel Region (Brampton, Mississauga, Caledon) Hope 24/7 Crisis Number: 1-800-810-0180	www.hope247.ca Office: 905-792-0821
Newmarket Women's Support Network of York Region Crisis Numbers: 1-800-263-6734 or 905-895-6734	www.womenssupportnetwork.ca Office: 905-895-3646
North Bay Amelia Rising Women's Sexual Assault Centre of Nipissing/centre d'agressions ssexuelles de Nipissing Crisis Number: 705-476-3355 TTY: 705-840-5877	www.ameliarising.ca Email: info@ameliarising.ca Office: 705-840-2403



Oakville Sexual Assault & Violence Intervention Services of Halton Crisis Numbers: 905-875-1555 or 1-877-268-8416	www.savisofhalton.org Office: 905-825-3622
Orangeville Family Transition Place Crisis Number: 1-800-265-9178	www.familytransitionplace.ca Office 519-942-4122
Ottawa Sexual Assault Support Centre Crisis Number: 613-234-2266 TTY: 613-725-1657	www.sascottawa.com Email: info@sascottawa.com Office: 613-725-2160
Ottawa Rape Crisis Centre Crisis: 613-562-2333	www.orc.net Office: 613-562-2334
Peterborough & Kawarthas Kawartha Sexual Assault Centre Crisis Numbers: 705-741-0260 or 1-866-298-7778	www.kawarthasexualassaultcentre.com
YWCA Peterborough Haliburton Crisis Number: 1-800-461-7656	www.ywcapeterborough.org Office: 705-743-3526 ext. 130
Sault Ste. Marie Women in Crisis (Algoma) Inc. Crisis Numbers: 705-759-1230 or 1-877-759-1230	www.womenincrisis.ca
Sarnia-Lambton Sexual Assault Survivors Centre Sarnia-Lambton Crisis Numbers: 519-337-3320 or 1-888-231-0536	www.sexualassaultsarnia.on.ca Office: 519-337-3154
Simcoe Haldimand & Norfolk Women's Service Crisis Number: 1-800-265-8076 TTY: 10-800-815-6419	www.hnws.on.ca Email: hnws@hnws.on.ca Office: 519-426-8048
St. Catharines Niagara Region Sexual Assault Centre Crisis Number: 905-685-4584	www.sexualassaultniagara.org Email: carsa@sexualassaultniagara.org Office: 905-682-7258
Thunder Bay Thunder Bay Sexual Assault and Sexual Abuse Crisis and Counselling Centre	www.tbsasa.org Email: tbcounselling@tbsasa.org Office: 807-345-0894 or 1-866-311-5927
Timmins Timmins and Area Women in Crisis Crisis Number: 1-877-268-8380 (sexual assault) 1-855-827-7233 (shelter)	www.tawc.ca Email: info@tawc.ca Office: 705-268-8381
Toronto Oasis Centre des Femmes	www.oasisfemmes.org Email: services@oasisfemmes.org Office: 416-591-6565



Toronto Toronto Rape Crisis Centre: Multicultural Women Against Rape Crisis Number: 416-597-8808	www.trccmwar.ca Email: crisis@trccmwar.ca or info@trccmwar.ca Office: 416-597-1171
Windsor Sexual Assault Crisis Centre of Essex County Crisis Number: 519-253-9667	www.saccwindsor.net
Woodstock Domestic Abuse Services Oxford Crisis Numbers: 519-539-4811 or 1-800-265-1938	www.daso.ca Email: infor@daso.ca

Talk4Healing: A Help Number for Aboriginal Women

Talk4Healing is available to all Aboriginal women living in urban, rural and remote communities, both on and off reserve, throughout Northern Ontario. They support Aboriginal women and their families who need support.

Telephone toll-free: 1-855-554-HEAL

Website: www.talk4healing.com

You Can Contact A Hospital Based Sexual Assault/Domestic Violence Treatment Centre

Sexual Assault/Domestic Violence Treatment Centres in Ontario are HOSPITAL BASED centres that provide 24/7 emergency care to women, children and men who have been sexually assaulted or who are victims or survivors of domestic violence (intimate partner) abuse. Services include:

- Emergency medical care
- Crisis intervention
- Collection of forensic evidence
- Access to emergency contraception and preventative treatment for sexually-transmitted infections
- Medical follow-up
- Counselling
- Referral to community resources.

You can choose to have centre staff conduct a physical examination, offer medical care and/or collect any physical (forensic) evidence of a recent sexual assault. It is your decision whether you wish to report the assault to the police or provide the forensic evidence. If you think you were drugged and sexually assaulted, Sexual Assault/Domestic Violence Treatment Centres can also test to determine the presence of drugs in your body.

To contact the Sexual Assault/Domestic Violence Treatment Centre in Ontario nearest you, consult the list below.



Belleville:	613- 969-7400 ext. 2094 Domestic Violence/Sexual Assault Response Team of Hastings and Prince Counties ,245 Dundas Street E, Room 36
Brantford:	519-751-5544, ext. 4449 Sexual Assault/Domestic Violence Care Team, Brantford General Site, 200 Terrace St.
Brockville:	613-345-3881 Assault Response and Care Centre of Leeds and Grenville, Brockville General Hospital, 70 Charles St., Suite 201
Burlington:	905-632-3737, ext. 5708 Nina’s Place, Joseph Brant Hospital, 1230 North Shore Blvd.
Chatham:	519-352-6400, ext. 6382 Sexual Assault/Domestic Violence Treatment Centre, Chatham–Kent Health Alliance, 80 Grand Ave. W.
Cornwall:	613-932-3300, ext. 4202 Assault and Sexual Abuse Program (ASAP), Cornwall Community Hospital, Second Street Site, 510 Second St. E.
Dryden:	807-223-7427 Sexual Assault/Domestic Violence Program, Dryden Regional Health Centre, 58 Goodall St.
Guelph:	519-837-6440, ext. 2758 Guelph–Wellington County Sexual Assault/Domestic Violence Treatment Centre Guelph General Hospital, 115 Delhi St.
Hamilton:	905-521-2100, ext. 73557 Sexual Assault/Domestic Violence Care Centre Hamilton Health Sciences McMaster University , Medical Centre , 1200 Main St. W.
Kenora:	807-468-9861, ext. 428 Sexual Assault/Partner Abuse Program, Lake of The Woods District Hospital, 21 Sylvan St. W.
Kingston:	613-549-6666, ext. 4880 Sexual Assault/Domestic Violence Program, Kingston General Hospital, 76 Stuart St.
Smiths Falls:	613-283-2330, ext. 1258 Lanark County Sexual Assault/Domestic Violence Program, Perth and Smiths Falls District Hospital, 60 Cornelia St.
London:	519-646-6100, ext. 64224 Regional Sexual Assault and Domestic Violence Treatment Centre, St. Joseph’s Health Care, 268 Grosvenor St
Mississauga:	905-848-7580, ext. 2142 Peel Region Sexual Assault/Domestic Violence Program, Sexual Assault Care and Counselling Centre The Trillium Health Centre, 100 The Queensway W.
North Bay:	705-474-8600, ext. 2350 Sexual Assault/Domestic Violence Treatment Centre, , North Bay General Hospital, 750 Scollard St.
Orangeville:	519-941-2702, ext. 2255 Dufferin County Sexual Assault/Domestic Violence Program Headwaters Health Care Centre, Orangeville Campus, 100 Rolling Hills Dr.
Orillia:	1-877-377-7438 Regional Sexual and Domestic Assault Program of Simcoe and Muskoka Orillia Soldiers’ Memorial Hospital, 170 Colborne St. W.
Ottawa:	613-761-4366 613-761-4140 (TTY) 613-798-5555, ext. 16555 (admin.) Sexual Assault Partner Abuse Care Program The Ottawa Hospital, Civic Campus, Emergency Department, 1053 Carling Ave.



Owen Sound: 519-376-2121, ext. 2458

Sexual Assault/Domestic Violence Care Centre,
The Grey Bruce Regional Health Centre, 1800–8th St. E.

Peterborough: 705-743-4132

Sexual Assault/Domestic Violence Program, Women’s Health Care Centre, 157 Charlotte St.

Renfrew: 613-432-4851, ext. 818

Renfrew Victoria Hospital Regional Assault Response Program, 499 Raglan St. N.

Richmond Hill: 905-832-1406, ext. 3

Domestic Abuse and Sexual Assault Care Centre , York Central Hospital, 10 Trench St

Sarnia: 519-464-4522

Sexual Assault/Domestic Assault Treatment Centre, Bluewater Health, 220 Mitton St. N.

Sault Ste Marie: 705-759-5143

Sexual Assault Care Centre/Partner Assault Clinic, Sault Area Hospitals, 915 Queen St. E.

Scarborough: 416-495-2555

Sexual Assault/Domestic Violence Care Centre, The Scarborough Hospital , Grace Campus, 3030 Birchmount Rd.

Sioux Lookout: 807-737-0015 807-737-3030, ext. 2096 (admin.)

Sioux Lookout Assault Care and Treatment Program, Meno Ya Win Health Centre, 60 1/2 Front Street -Upper Level

St. Catharines: 905-684-7271, ext. 45300

Sexual Assault/Domestic Violence Centre, Niagara Health System, St. Catharines General Site, 142 Queenston St.

Sudbury: 705-675-4743

Domestic Violence/Sexual Assault Treatment Program, St. Joseph’s Health Centre, 700 Paris St.

Thunder Bay: 807-684-6750

Sexual Assault/Domestic Violence Program, Thunder Bay Regional HSC, 980 Oliver Rd.

Toronto: 416-323-6040

Sexual Assault/Domestic Violence Care Centre, Women’s College Hospital, 76 Grenville St.

Waterloo : 519-749-6994

Waterloo Region Sexual Assault/Domestic Violence Treatment Centre, St. Mary’s General Hospital, 400 Queen St.

Windsor: 519-255-2234

Sexual Assault/Domestic Violence and Safekids Care Centre, Windsor Regional Hospital Grace Campus, 1995 Lens Ave.

Whitby/Oshawa: 905-721-6128, ext. 2787, Durham Region Domestic Violence/Sexual Assault Care Centre, 115 Simcoe St. S., Oshawa
