

B3009 – SEXUALIZED VIOLENCE RESPONSE

SUPPORT PROCEDURES

Scope

These procedures apply to individuals who have experienced or witnessed sexualized violence and require support, guidance, or referral.

Disclosure

1. Disclosure is the act of telling someone at the College about an experience or a concern around sexualized violence or misconduct to obtain support, guidance, information, and/or referral. A disclosure does not normally initiate an investigation unless a formal complaint is made.
2. An individual may disclose an experience of sexualized violence or misconduct to a member of the College community. A list of resources is found in [Appendix A](#).
3. Suggestions on how to respond to a disclosure are in [Appendix B](#).

Support

4. Both an individual who has disclosed sexualized violence or misconduct and the individual who is alleged to have engaged in sexualized violence or misconduct may access support services available on campus or in the wider community.
5. Campus-based support services are available to provide emotional and/or physical support, guidance, or referral to professional services as appropriate.
6. Campus-based support services do not provide legal advice or opinion.
7. Support services offered by the College and a list of community-based resources are outlined in [Appendix C](#)

Report to Police

8. An individual who has experienced sexualized violence or misconduct may bring their concerns to law enforcement by contacting their local Police Department.
9. Individuals who wish to make a police report can seek assistance in doing so from:
 - a. Campus Safety and Security team members
 - b. Staff within Student Conduct and Academic Integrity
 - c. A Human Resources Partner within Langara People and Culture

Academic Considerations for Student

10. A student requesting academic considerations related to the impact of sexualized violence or misconduct is not required to file a formal complaint to receive considerations.
11. Academic considerations will vary from department to department depending on learning objectives and program structure, and may include extended time on assignments, alternate exam arrangements, modified group work activities, late withdrawal or course deferral, work-from-home options, or other modifications agreeable to both the student and the program or department.

12. Students who require longer-term academic considerations(s) due to ongoing physical or psychological factors are encouraged to contact Langara Accessibility Services.
13. A student may make a request for academic considerations by contacting the relevant instructor or department chair.
14. Where direct contact with the instructor or department chair is not practicable, the Office of Student Conduct and Academic Integrity may communicate a student's considerations and needs to the instructor and negotiate their implementation.

Employment Considerations

15. Employees who are seeking employment considerations due to the impact of sexualized violence or misconduct, may contact People and Culture or a union steward for guidance.

Formal Complaints

16. For formal complaints see the related procedures.

Appendix A

Disclosures Resources

Individuals seeking someone to whom they can disclose an experience of sexualized violence may speak to any of the following:

For student complainants

- A faculty member, College employee, another student or friend, or Sexual Respect Ambassador
- A counsellor from the Counselling Department
- Staff in Student Conduct and Academic Integrity
- The Langara Students' Union
- Staff in Langara Global
- Staff in Indigenous Education and Services
- Staff at Student Engagement
- A nurse or doctor at Langara Health Services
- Campus Safety and Security Team members

For employee/nonstudent complainants

- A trusted friend, colleague, or Sexual Respect Ambassador
 - Your union steward
 - Staff in Langara People and Culture
 - Employee and Family Assistance program
 - Campus Safety and Security Team members
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Appendix B

Responding to a Disclosure

1. When a person discloses an incident of sexualized violence or misconduct to you as a member of the College community, please respond in a way that supports individual dignity and demonstrates compassion and respect.
 - a. Listen empathically and without judgement or interruption and avoid personal advice.
 - b. Validate their experience or reactions and reassure them that they are not responsible for the other person's actions.
 - c. Ask them what you can do to support them.
 - d. Help them to identify safe individuals within their existing support system and review their current safety.
 - e. Provide information about on-campus and off-campus resources. Encourage the person to seek medical attention and counselling support, while respecting their right to choose the services they believe will benefit them the most, including any decision to notify the police.
 - f. Inform them of their complaint or reporting options, including contact information for on-campus reporting of the incident(s).
 - g. Do not investigate.
 - h. Do not call the police unless specifically asked to do so.
 2. If you receive a disclosure from someone and do not feel able to assist them, ask if they would like you to contact someone else on their behalf.
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Appendix C

Support for Students

Sexual Respect Ambassadors

Can provide a supportive place to explore experiences and needs, and to obtain information about College and external services. See langara.ca/svse for names of our Ambassadors.

Academic Chairs, Program Coordinators, and Faculty

May make referrals to on-campus support services and facilitate implementation of temporary considerations and related academic requests from students who have experienced sexualized violence or misconduct.

Student Conduct and Academic Integrity

Is available to receive complaints of sexualized violence or misconduct regarding student respondents, provide support for police reporting, conduct investigations, or arrange for investigations to be undertaken into formal complaints of sexualized violence or misconduct, facilitate or arrange temporary considerations for students as required, assist with safety planning and make referrals to support services, including external medical services.

Campus Safety and Security

Is available to receive complaints of sexualized violence or misconduct from members of the College community, provide support for police reporting, receive formal complaints of sexualized violence or misconduct, establish safety programs, implement measures to reduce sexualized violence on campus and collaborate with local police where appropriate.

Counselling Services

Is available to provide students with psychological and emotional support, assist with safety planning, provide support for police reporting, make referrals to other services, including medical services, and may provide guidance regarding temporary considerations requests.

Health Services

Is available to provide medical, emotional, and other health-related support to students, assist with safety planning, provide support for police reporting, make referrals to other services, including external medical services, and provide support for temporary considerations requests.

Accessibility Services

Is available to provide support to students currently registered with Accessibility Services, assist with safety planning, make referrals to other services including medical services and provide support for temporary and longer-term academic considerations requests.

Indigenous Education and Services

Is available to provide counselling support and other assistance to indigenous students, assist with safety planning, provide support for police reporting, make referrals to other services, including medical services, and may provide guidance regarding temporary considerations requests.

International Education and Services

Is available to provide support and assistance to international students, assist with safety planning, provide support for police reporting, make referrals to other services, including medical services, and may provide guidance regarding temporary considerations requests.

Support for Employees

Sexual Respect Ambassador

Sexual Respect Ambassadors are a team of faculty and staff who have been trained on issues related to sexualized violence or misconduct, how to receive disclosures with sensitivity, and provide support, guidance, information, and referral. For a list of Ambassadors, see Sexual Violence Support Services on the People and Culture website.

Union steward

Your union steward can provide support and procedural advice and provide information as to your entitlements under your Collective Agreement or other legislation, including leave provisions outlined in the Employment Standards Act.

Director, Human Resources Services

Human Resources Services can provide information about your options and relevant employment considerations.

Employee and Family Assistance Program

For 24/7, immediate access to confidential assistance, contact Morneau Shepell at 1.800.387.4765 or visit their website at workhealthlife.com, where you can explore a broad range of articles, touch base with a short-term counsellor through First Chat Services or E- Counselling, and book in-person support services online.

Campus Safety and Security

Campus Security helps in safety planning and can help you decide if, and how, you would like to report the incident.

Location: Front of campus facing West 49th Ave, across from the bookstore. Phone: 604.374.2373 or 4444 from an internal phone.

Off Campus Support

Crisis Line

A Crisis Line is a non-profit, volunteer organization committed to helping people help themselves and others deal with crisis. 24-hour crisis lines are available to provide immediate crisis support.

[Salal Sexual Violence Support Centre](#) - 24-Hour Crisis Line: 604-255-6344 or toll free 1-877-392-7583 or chat at [Salal Connect Chat](#).

[VictimLinkBC](#) call or text 1-800-563-0808 for help in finding a support service program near you.

You can download their mobile app for on-the-go access to support as well; available worldwide, *My EAP* provides quick and easy access to information and support tools.

Sexual Assault Service at Vancouver General Hospital

Go directly to the Vancouver General Hospital Emergency Department at 920 West 10th Avenue (near Broadway & Oak) and ask for the [Sexual Assault Service](#).

Individuals can call 604.255.6344 if they would like a Rape Crisis Centre counsellor from Salal to meet them at the hospital. When you call, ask for "Hospital Accompaniment Staff."

Vancouver Police Department

The Vancouver Police can provide information on various reporting options and are available to accompany the survivor to the Vancouver General Hospital (VGH) Sexual Assault Service if desired.

Emergency number: 911

Non-emergency number: 604.771.3321