

## Response to Sexualized Violence

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## Objectives

This procedure forms part of Policy 7103, Sexualized Violence.

This procedure provides information on internal and external procedures available to members of the BCIT Community who may be directly or indirectly affected by Sexualized Violence.

The objectives of this procedure are to:

- promote and support a working and learning environment that is free from all forms of Sexualized Violence;
- provide information, direction and support to members of the BCIT Community who may experience, witness or receive Disclosures of Sexualized Violence;
- communicate the procedure to follow when Informed of an act of Sexualized Violence;
- describe BCIT’s response to Reports of Sexualized Violence, recognizing the principles of procedural fairness, to outline a fair, consistent, and Trauma-Informed process for responding to Disclosures or Reports of Sexualized Violence or Reprisal that ensures all Community members will be treated with compassion, dignity, and respect.

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## Who This Procedure Applies To

This Procedure applies to all BCIT Students, employees, residents, contractors, volunteers, and visitors (“BCIT Community”).

## **Commitment to Persons Who Have Experienced Sexualized Violence**

BCIT recognizes that Sexualized Violence can have serious negative impacts on an individual's physical, mental, emotional, and spiritual health and wellness. BCIT recognizes the trauma of Sexualized Violence and encourages individuals to seek support.

BCIT is committed to ensuring all BCIT community members affected by Sexualized Violence receive support, and have their concerns taken seriously and responded to in a Trauma-Informed and timely manner. Members can expect to have their workplace and academic needs, as well as living situations where Student Housing residents are impacted, accommodated on a case by case basis. Individuals affected by Sexualized Violence will be provided with detailed information about on and off campus support resources available.

BCIT respects the right of the individual who has experienced Sexualized Violence to choose the most appropriate services and to independently determine whether to contact police and/or make a Report.

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### **Making a Disclosure**

BCIT Community members impacted by Sexualized Violence are encouraged to Disclose their experiences to the Sexualized Violence Response Team (SVRT), or a trusted faculty or staff member. There is no time limit for making a Disclosure. BCIT Community members may choose to make Disclosures for a variety of reasons, including to access supports and resources. BCIT Community members who make Disclosures will have access to supports and resources whether or not they choose to make a Report. A Disclosure is not a Report and will not ordinarily initiate an investigation. However, BCIT may initiate an investigation in response to a Disclosure in accordance with the Sexualized Violence Policy.

### **Responding to Disclosures**

When responding to Disclosures, individuals will refrain from questions or comments implying judgment or blaming of the person making the Disclosure (such as questions or comments about the dress, conduct, language, emotional disposition, past sexual history, consumption of alcohol or drugs, or about the timing of the Disclosure).

Any person receiving a Disclosure may be required to share the information they receive, with the SVRT, if:

- a) a person is at risk of self-harm or of harming others;
- b) there is imminent risk of harm to the BCIT Community or the broader community;
- c) a minor or vulnerable person is endangered; or,
- d) disclosing the information is otherwise required by law.

When any individual Informs the SVRT of an act of Sexualized Violence with concerns for safety and security, SSEM will assess the level of risk to the BCIT Community. If imminent risk is present, BCIT will review and make recommendations as outlined in BCIT Procedure 7100-PR1, Response to Abusive or Threatening Behavior regardless of whether a Report for investigation has been filed. An individual may, at any time, report the matter to the police.

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### Immediate Response to Disclosures

For students affected by Sexualized Violence, BCIT will, where requested:

- a) provide reasonable accommodations and concessions (such as extensions on assignments, deferrals of exams, leaves of absence, authorized withdrawals, etc.), led by Student Success;
- b) will provide support (such as counselling, medical attention); and,
- c) create a safety and security plan in consultation with SSEM and other offices as appropriate.

For employees affected by Sexualized Violence, BCIT will, where requested:

- a) provide reasonable workplace accommodations, in consultation with Human Resources;
- b) will provide referral to counselling services; and,
- c) create a safety and security plan in consultation with the Supervisor, SSEM, and other offices as appropriate.

BCIT will maintain online resources to support those affected by Sexualized Violence, with links to on-campus and off-campus supports and resources that may be accessed by members of the BCIT Community.

### Make a Formal BCIT Report

Where a person wishes to pursue a Report, investigation procedures and remediation/resolution of experiences of Sexualized Violence will be followed based on the position of the Respondent within the BCIT Community.

If the Respondent is:

- a) a BCIT student or employee, the person makes a Report under Policy 7507, Harassment and Discrimination; or,
- b) if a BCIT student, the person makes a Report under Policy 5102, Student Code of Conduct (Non-Academic); or,
- c) if a BCIT employee, the person reports to the appropriate supervisor, manager, or human resources representative for investigation.

At any time, persons who have experienced Sexualized Violence may choose to report the incident to the police as a criminal matter. SSEM or other trusted individuals can assist with this process if requested. Community services such as VictimLink BC can assist with making a third-party report to the police.

### SSEM's Response to Being Informed of an Act of Sexualized Violence

The first priority of BCIT community members is to ensure the safety of those involved. If the incident poses a safety concern to members of the BCIT community, the process set out in Procedure 7100-PR1, Response to Abusive or Threatening Behaviour will be followed to assess the level of risk and the steps required to provide a safe and secure environment. SSEM will assess the information that has been provided to determine if there is imminent

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risk. In situations where SSEM determines that an imminent risk exists, SSEM will refer the information to the Procedure 7100-PR8 – Threat Assessment Team.

## Forms Associated with This Procedure

None

## Amendment History

			<u>Approval Date</u>	<u>Status</u>	
1.	New:	Procedure 7103-PR1	version 1	2015 Oct 06	Replaced
2.	Revision:	Procedure 7103-PR1	version 2	2017 Mar 14	Replaced
3.	Revision:	Procedure 7103-PR1	version 3	2020 Dec 03	Replaced
4.	Revision:	Procedure 7103-PR1	version 4	2023 Dec 05	In Force

## Scheduled Review Date

2026 Dec 05 (or sooner, if there are changes to the regulatory context or to relevant operational circumstances).