



Sexual Violence and Sexual Harassment Policy

Revision as per Bill 123 as Amended February 26, 2025

1. Policy Application

This policy applies to all Career College students of Crossroads Truck & Career Academy

2. The scope

The policy applies to complaints of Sexual Violence that have occurred on Crossroads Truck & Career Academy campus or at one of our events and involve our students.

3. Purpose and intent

All of Crossroads Truck & Career Academy students have a right to study in an environment free of sexual violence.

This document sets out our policy on sexual violence involving our students, defines the prohibited behaviors, and outlines our investigative process for Sexual Violence.

4. Policy objectives

Crossroads is committed to providing our students with an educational environment free from sexual violence and treating those students who report incidents of sexual violence with dignity, and respect.

To that end Crossroads will provide a copy of the policy to our students, and educate them together with our career college management, employees and contractors about this policy and

Initials _____



how to identify situations that involve, or could progress into sexual violence against our students and how to reduce it.

Where a complaint has been made, under this Policy of sexual violence Crossroads will take all reasonable steps to investigate it, including as follows:

- (a) Providing on-campus investigation procedures to students for sexual violence complaints;
- (b) Responding promptly to any complaint and providing reasonable updates to the complainant and the respondent about the status of the investigation;
- (c) Assisting students who have experienced sexual violence in obtaining counselling and medical care;
- (d) Providing students who have experienced sexual violence with appropriate academic and other accommodation; and
- (e) Providing students who have experienced sexual violence with information about reporting options as set out in Appendix 1.

5. Definition of Sexual Violence

This policy prohibits sexual violence which means any sexual act or 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, and sexual exploitation.

6. Reporting and Responding to Sexual Violence

Students, faculty and staff of Crossroads will take all reasonable steps to prevent sexual violence involving our students on our career college campus or events by reporting immediately to Crossroads Management Team if our students have been subjected to, or if they have witnessed or knowledge of sexual violence involving our students or have reason to believe that sexual violence has occurred or may occur which involves our students.

Initials _____



Subject to paragraph 7 below, to the extent it is possible, Crossroads Management will attempt to keep all information disclosed confidential except in those circumstances it believed an individual is at immediate risk of self-harm, or harming another, or there are reasonable grounds to believe that others on our campus or the border community are at risk.

Crossroads recognizes the right of the complainant to determine how her or his complaint will be dealt with. However, in certain circumstances, Crossroads may be required by law or its internal policy to initiate an internal investigation and/or inform police without the complaint's consent, if it is believed the safety of the member of its campus or the border community is at risk.

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

A complainant in seeking an accommodation should contact Crossroads Management team.

7. Investigating Reports of Sexual Violence

A complaint of sexual violence may be filed under this Policy by, any student of our career college to the Crossroad Management in writing.

A complainant may ask another person to keep present during the investigation.

Upon a complaint of alleged sexual violence being made the Crossroad Management team will initiate an investigation, including as follows:

- (a) determine whether the incident should be referred immediately to police;
- (b) determine what the interim measures, if any, need to be taken during the investigation;

Initials _____



- (c) meetings with the complainant to determine 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;
- (d) interviewing the complainant, any person involved in the incident and any identified witnesses;
- (e) interviewing any other person who may have knowledge of incidents related to the complaint or similar incidents;

- (f) informing the respondent of the complaint, providing details of the allegations and giving the respondent an opportunity to respond to those allegations;
- (g) providing reasonable updates to the complainant and the respondent about the status of the investigation; and
- (h) determining what disciplinary action if any should be taken

8. Disciplinary Measures

If it is determined by Crossroads Management that a student of our career college had been involved in sexual violence, immediate disciplinary or corrective action will be taken up to and including termination of employment of instructors or staff or expulsion of a student.

In cases where criminal proceedings are initiated, Crossroads will assist police agencies, lawyers, insurance company, and courts to the fullest extent.

Where criminal and/or civil proceedings are commenced in respect of allegations of sexual violence Crossroads may conduct its own independent investigation and make its own determination in accordance with its own policies and procedures.

9. Making False Statements

It is a violation of this policy for anyone to knowingly make a false complaint of sexual violence or to provide false information about a complaint. Individuals who violate this 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.

Initials _____



10. Access to Supports and Services

Students are not required to report an incident of, or make a complaint about, sexual violence in order to obtain the supports and services. A student may contact any member of Crossroads Management to get information about supports and services.

11. Reprisal

It is a violation of this policy to retaliate or threaten to retaliate against the complainant who has brought forward a complaint of sexual violence, providing information related to a complaint, or otherwise being involved in the complaint investigation process.

12. Review

This policy will be reviewed three years after it is first implemented.

13. Collection of Student Data

Crossroads shall collect and be prepared to provide upon request by the Superintendent of the Private Career Colleges such data and informed as required according to subsection 32.3 (8), (9) and 10 of Schedule 5 of the Private Career College Act, 2005 as amended.

14. Resources

Appendix 1

Canadian Association of Sexual Assault Centers, Ontario Provincial

English

Assault Women's helpline
Toll free: 1-866-863-0511
#SAFE #7233 on Bell, Rogers, Fido, or Telus mobile
TTY 416-364-8762 www.AWHL.org.

Initials _____



French

Telephone toll free: 1-877-336-2433

ATS: 1-866-860-7082

www.femaide.ca

Ottawa

Sexual Assault Support Centre

Crisis: 613-234-2266

Phone: 613-725-2160

TTY: 613-725-1657

info@sascottawa.com

<http://sascottawa.com>

Ottawa

Ottawa Rape Crisis Centre

Crisis: 613-562-2333

Office: 613-562-2334

<http://prcc.net>

Brockville

Assault Response & Care Centre

Office: 613-345-3881 or 1-800-567-7415

rcc@bgh-on.ca

www.arc-c.ca

Initials _____



Acknowledgment and Agreement

I _____ acknowledge that I have read and understand the Student Career College Sexual Violence and Sexual Harassment Policy of Crossroads Truck & Career Academy. I agree to adhere to this policy. I understand that if I violate the rules set forth by this Policy, I may face disciplinary action up to and including dismissal from Crossroads.

Name: _____

Signature: _____

Date: _____

Witness: _____

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