

The background features a dark blue gradient with faint, light blue circular patterns and a scale on the left side. The scale has markings from 140 to 260 in increments of 10. There are also several circular arrows and dashed lines scattered across the background.

POLICY UPDATE :RESPONDING TO STUDENT DISCLOSURES OF SEXUAL VIOLENCE

INFORMATION SESSION FOR QU EMPLOYEES

WINTER 2021

SESSION OBJECTIVES

Understand recent revisions to the SV Policy and the roles/responsibilities you may have when responding to a student disclosure.

Identify the basic steps in responding to a disclosure of sexual violence.

Describe how to notify the SVPRC after receiving a disclosure.

Know where to locate resources for a student who has experienced 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 things such as: Sexual Assault; Sexual Harassment; stalking; indecent exposure; voyeurism; and sexual exploitation.

← Policy s. 5.12

QUEEN'S U POLICIES YOUR ROLES & RESPONSIBILITIES

- Policy on Sexual Violence Involving Queen's University Students
- Considerations in Extenuating Circumstances
- Interim Harassment & Discrimination Policy

<https://www.queensu.ca/secretariat/policies/board-policies/sexual-violence-involving-queen's-university-students-policy>

<https://www.queensu.ca/secretariat/policies/senate/academic-consideration-students-extenuating-circumstances-policy>

<http://www.queensu.ca/humanresources/policies/workplace-issues/interim-workplace-harassment-discrimination-policy>

H&D is under review - currently posted for public feedback

- <https://www.queensu.ca/secretariat/policies/consultation-harassment-discrimination>

SV POLICY HIGHLIGHTS

REVISIONS APPROVED DECEMBER 2020

- **Scope** - increased clarity around handling of student reports against students, student reports against staff/faculty
- **Receiving a disclosure** s. 5.4
- **Accommodations/Considerations** s. 7
- **Confidentiality** s. 8
- **Notification** s. 10

ACADEMIC CONSIDERATIONS/ACCOMMODATIONS

S. 7.1.

Students requiring academic accommodations or considerations (e.g. extensions on assignments, deferrals of exams, dropping classes, continuing studies from home) or other types of accommodations can be assisted by the SVPRC, and/or other university staff and faculty including but not limited to Student Wellness Services and the Human Rights and Equity Office, in seeking those accommodations, in accordance with the University procedures and standards for requesting and granting accommodations.

CONFIDENTIALITY

Section 8.1.

The confidentiality of Disclosures and Complaints shall be maintained whenever possible. The University will treat Disclosures and Complaints of incidents of Sexual Violence in a confidential manner and in accordance with the provisions of provincial and federal legislation.

CONFIDENTIALITY

Section 8.2.

- There are reasonable grounds to believe that an individual is at **risk of self-harm**;
- There are reasonable grounds to believe that an individual may pose a threat or **risk to a Student who has made a Disclosure or submitted a Complaint** about Sexual Violence;
- There are reasonable grounds to believe that an individual may pose a threat or **risk to members of the University Community**;

CONFIDENTIALITY

- A Residence Don receives information about a Sexual Violence incident that took place in a University residence;
- Where an investigation or report to authorities is required by law (the following list of examples is not meant to be exhaustive: an incident involving a minor, obligations related to occupational health and safety, human rights legislation, or community safety); or
- Information is required for the investigation of a Complaint (in accordance with the procedure set out in this Policy), a police investigation, or for litigation purposes.

DEFINITION: DISCLOSURE

Section 5.4.

(To) Disclose: to share information about an incident of Sexual Violence with the University for the purpose of receiving support, counselling or accommodation or to obtain information about how to make a Complaint.

DUTIES OF FACULTY/STAFF

Section 10.7

All Employees who are not health care providers who receive a Disclosure from a Student shall:

- Inform the Student about this Policy and of the support services that are available to them. A list of support resources can be found on the Sexual Violence Prevention and Response website;
- Explain the limits of confidentiality to the Student, as outlined in Section 8 of this Policy;
- Emphasize that they are here to help, and part of that help means connecting them with the SVPRC, who can provide professional support and advice on options moving forward. It is up to the Student if identifying information, such as their name and contact information, is shared with the SVPRC;

- For situations where there is an urgent personal safety concern or immediate risk/threat to the Student or members of the University Community, the Employee must contact CSES or 911;
- Notify the SVPRC that a Disclosure has been made via secure electronic means as approved by Queen's Information Security Officer. Employees shall only share the date of the Disclosure and advise if information about this Policy and available supports has been provided to the Student. All initial responses from the SVPRC to an Employee with respect to a notification shall be by way of Queen's email;

- Where the name and contact information has been provided by the Student, the SVPRC will reach out to the Student to offer support. The purpose of the response from the SVPRC is to provide information regarding available supports and resources. It is the choice of the Student whether or not to access support services or resources;
- Where the Student's contact information was not provided, the SVPRC shall contact the Employee who made the notification by Queen's email to provide the same information on supports and resources that would have been provided directly to the Student. The Employee who made the notification will then provide the information on supports and resources to the Student through the Student's preferred method of contact.

WHAT INFORMATION IS NEEDED IN THE NOTIFICATION?

- the date of disclosure,
 - the name of the person receiving the disclosure,
 - email address of the person making the notification,
 - with consent from the student, the name of the student who has made the disclosure,
 - with consent, the QU email address of the student,
 - confirm that information shared as per section 10 of policy
- and
- indicate if you would like the SVPRC to contact you for any reason related to the disclosure

SUPPORT FROM THE SVPRO

- Provide information about on and off campus supports and services available to all students who have experienced sexual violence at any time in their lives.
- Make referrals and help students to get connected with the services they wish to access.
- Provide assistance to access accommodations and academic considerations.
- Safety Planning.
- Provide information about University and Police reporting and support through process.

www.queensu.ca/sexualviolencesupport

www.queensu.ca/sexualviolencesupport/faculty-staff

- RECOGNIZE
- RESPOND
- REFER

RECOGNIZE

Sexual Violence – in all of its forms.

The many responses/reactions of those who have experienced sexual violence.

RECOGNIZE

- Internet flaming, trolling, name-calling or harassment
- Demand for sexual favors by peer or supervisor accompanied by implied or overt threat concerning an individual's academic status or employment
- Display of sexually suggestive pictures or cartoons in workspace, residence halls or online
- Continued jokes, language, epithets, gestures or remarks of a sexual nature
- Communications that continue after being told to stop
- Threatening to release private information/photos
- Verbal abuse, innuendo of a sexual nature, unwanted sexual flirtations

NOT ALL, NOT ALWAYS



- There is no “one size fits all” presentation
- Neurobiology and a host of other variables affect the person’s response and presentation including limbic system responses which impacts functioning, concentration, emotional regulation, relationships, etc.
- Never assume anything: Just because a person appears unaffected, does not make it true.

RECOGNIZE

- Impact of experience/harm – stress on friendships, family relationships, day to day functioning, academic success, workplace stability, volunteering, athletics, housing (perpetrator likely known – may not feel safe in Residence/home)

RECOGNIZE

- Is a student about to tell you something?
- Do you need to ask a student what is going on for them?

RESPOND

- What impacts your ability to respond and the effectiveness of your response?

[HTTP://RESPONDINGTODISCLOSURESONCAMPUS.COM/](http://respondingtodisclosuresoncampus.com/)

Responding to Disclosures of Sexual Violence

ON UNIVERSITY AND COLLEGE CAMPUSES IN ONTARIO

[Take the Training](#)

[Resources](#)

REFER

- You don't need to know all of the available resources. You do need to know where to find information about available resources.

Barb Lotan

Sexual Violence Prevention & Response Coordinator

Human Rights & Equity Office

bjl7@queensu.ca for initial contact

Zoom, Teams or phone appts. can be arranged.

Monday to Friday, regular business hours.