



Approving University Official(s): Academic Council

Responsible Unit: Office of Student Rights and Responsibilities

Original Effective Date: December 5, 2020

Date of this version: June 08, 2026

Version Code: 1.3

Prevention of Sexual Violence Procedures

Purpose

Toronto Film School ("TFS") is committed to providing its Students with a working and educational environment free from Sexual Violence which includes sexual assault and sexual harassment. TFS is further committed to treating its Students who disclose and report incidents of Sexual Violence with dignity and respect. TFS has adopted these Prevention of Sexual Violence Procedures (the "Procedures") to reaffirm TFS's commitment to a safe and healthy campus and to set out TFS's response to incidents of Sexual Violence.

Scope

These Procedures apply to all Student Members of the TFS Community. All Members of the TFS Community will be offered appropriate support with respect to issues of Sexual Violence, regardless of their role at TFS or the role of the respondent(s).

These Procedures may apply to Incidents of Sexual Violence in which both the complainant(s) and respondent(s) are Members of the TFS Community, regardless of whether the event occurred on campus, off campus including both physical and online environments (including social media), provided there is a nexus between the incident of Sexual Violence and TFS. Where only the complainant is a Member of the TFS community, and not the respondent, then the jurisdiction of these procedures will be limited only to offering support and accommodations for the complainant.

The resolution options described in the procedures are in addition to, and not in substitution for, other internal or external options or other legal rights. Nothing in these Procedures is intended to discourage, prevent, or preclude an individual from filing a report and/or Complaint under any other TFS policy and/or contacting police services, initiating legal action, or exercising any other legal rights.

Procedures

Disclosure / Initial Complaint

Under these Procedures, a Student may file a written Complaint with the Office of Student.

Rights & Responsibilities, who act as designates for the Campus Principal. The Office of Student Rights & Responsibilities is the first point of contact for Students.

The Campus Principal or designates will provide access to supports, services and, where appropriate, referrals to community resources (see Appendix A). Examples of supports and services that may be provided include counselling, access or referrals to medical services and emergency services.

Where applicable Student(s) will be referred to the Accessibility & Academic Accommodations Office, who will undertake an independent assessment with the affected Student(s) and coordinate suitable academic accommodations.

Examples of academic accommodations that may be provided include extensions on assignments, incomplete grades, deferrals for examinations, exemption from attendance policies, separation of the Complainant and Respondent in a course section.

All academic accommodations and/or considerations must be arranged through either the Accessibility and Academic Accommodations Accessibility Office.

Duty to Refer

If an incident of Sexual Violence is disclosed to a Member of the TFS Community, the person to whom it is disclosed has a duty to refer the complainant(s) to both the Prevention of Sexual Violence Policy and these Procedures. The complainant(s) must be directed to the appropriate point of contact to obtain information regarding supports that are available to them. The person to whom the disclosure is made should hold such information in confidence except as directed by the complainant or as indicated in the "Confidentiality and Privacy" provisions set out in Confidentiality and Privacy section of this Policy.

TFS recognizes that individuals may require time and reflection before making the decision as to whether they wish to make a Disclosure or a Report of an incident. Notwithstanding those considerations, individuals who have experienced an incident of Sexual Violence are encouraged to make a Disclosure and/or Report as soon as they are able to do so, recognizing that the passage of time may affect TFS's ability to address the issues raised by a Disclosure or a Report.

Confidentiality and Privacy

TFS faculty and staff will protect details of any Complaints of Sexual Violence, personal information etc., and handle all records in accordance with applicable legislation in force at the time (e.g., the Personal Information Protection and Electronic Documents Act (PIPEDA)), where applicable in the circumstances, and in keeping with any professional obligations.

TFS will share identifying information only in circumstances where it is necessary to comply with the terms of the TFS Policy, to address safety concerns, or to satisfy a legal reporting requirement(s). In cases where information must be shared TFS faculty and staff will only

disclose the minimum amount of information needed to allow such concerns to be addressed. Such circumstances include those where:

- an individual is at risk of self harm;
- an individual is at risk of harming others;
- there are reasonable grounds to be concerned with future risk to the safety of the TFS Community, property and/or the general public;
- disclosure is required by law; (e.g., risk of harm to a minor); or, to comply with legislation;
- it is necessary to comply with the reporting requirements of regulatory bodies;
- it is necessary to share information between appropriate staff within their offices for the purpose of supporting the Student.

Further limits to confidentiality may occur if TFS is subject to legal proceedings that compel the disclosure of information.

Reporting

A complainant has the right and the choice to report to TFS an incident of Sexual Violence for the purposes of initiating the processes set out in this section. A report can also be filed by an individual that has witnessed Sexual Violence. Reporting can be initiated in person, by on-line/phone or by email. If a complainant, or witness chooses to report by email, the complainant should fill out and attach the Sexual Violence Reporting Form which outlines the details related to their allegation and send it to the Office of Student Rights & Responsibilities. In person and on-line/phone reporting methods should provide the same information as requested on the form. The complainant will be contacted within 72 hours or as soon as reasonably possible, to confirm the Complaint and to discuss next steps.

The filing of a report does not necessarily mean that the complainant must request an investigation into the allegation. The complainant retains the right to choose if they want to request an investigation into the details of their allegation. TFS may still proceed with an investigation if the circumstances warrant it (i.e., if a minor is involved, or other wider safety concerns are present). However, the complainant has the right not to participate in any investigation that may occur. The complainant will still be entitled to receive other supports outlined in these Procedures regardless of whether they decide to request an investigation or choose to participate in one.

TFS will take reasonable steps to protect complainants who report an incident of Sexual Violence from retaliation. For example, TFS may advise individuals in writing of their duty to refrain from committing an act of reprisal, and sanction individuals for a breach of that duty. TFS may also address the potential for reprisals by providing an accommodation appropriate in the circumstances.

Safety Plans: The Office of Student Rights & Responsibilities will coordinate safety plans for complainants, witnesses and respondents as required.

Interim Measures: The Office of Student Rights & Responsibilities may consider implementation of interim measures to protect complainants while any external or internal proceedings are underway. Examples of interim measures include removal of the respondent

from classes/projects, no contact orders, limits on accessing particular and/or all facilities, etc.

Risk Assessment: The Office of Student Rights & Responsibilities may initiate a risk of harm assessment for any individuals and/or the TFS community.

Emergency Measures: If the Office of Student Rights & Responsibilities determines that the presence of a Student poses a risk to the safety or security of any Member of the TFS Community, they may impose an immediate suspension of up to 10 days. The respondent and complainant will be notified of the decision to invoke an immediate suspension in writing and/or verbally.

If the Office of Student Rights & Responsibilities determines that the Student continues to pose a risk to the safety or security of any Member of the TFS Community or other persons resulting from an incident of Sexual Violence, they may suspend a Student for more than 10 days to a maximum of 90 days. The respondent and complainant will be notified of the decision to invoke an immediate suspension in writing and/or verbally. If this interim suspension is an extension of an existing 10 day suspension, the respondent and complainant will be notified of this extension and its duration in writing and/or verbally. The decision to temporarily suspend a student would be made on the grounds of safety of one or more students or Members of the TFS Community. As such, decisions to invoke an interim suspension following a sexual violence report or complaint, are not appealable.

Preliminary Assessment & Investigation

Upon receipt of a report or a Complaint of alleged Sexual Violence, the Office of Student Rights & Responsibilities will respond as soon as possible.

The Office of Student Rights & Responsibilities will conduct a preliminary assessment to establish whether the allegation falls within the definition of Sexual Violence as set out in the Prevention of Sexual Violence Policy. If the allegation does not fall within the definition of Sexual Violence, the Office of Student Rights & Responsibilities will convey this assessment in writing to the complainant and inform the complainant of their right to an appeal.

If the Office of Student Rights & Responsibilities considers the allegation is covered by the Prevention of Sexual Violence Policy, they will inform the complainant and ask if they wish to participate in an investigation.

Complainants should not be asked any questions during the investigation process by TFS staff or investigators, including irrelevant questions related to their past sexual history or sexual expression.

Where an investigation takes place and the complainant and respondent have different reporting structures, the Campus Principal will determine who the appropriate person is to take responsibility for the investigation.

If the complainant has not made a report to the police, then the Office of Student Rights & Responsibilities and/or Campus Principal will determine whether an incident of Sexual Violence should be referred immediately to the police. In such cases, TFS may still conduct

its own independent Investigation and make its own determination in accordance with its own policies and procedures.

Where an allegation of Sexual Violence is made by a witness TFS's ability to address the allegation will depend on the information available.

Both the complainant and the respondent have the right to be accompanied by a support person during the investigation. A support person is expected to adhere to the principles of "Confidentiality and Privacy" outlined in these Procedures.

TFS does not have the jurisdiction to address allegations made against a person who is not a Member of the TFS Community. However, in the event of such allegations, TFS may be able to take measures, such as restricting access to campus by the person against whom allegations are made.

If the respondent's relationship with TFS ends and the respondent is no longer at or with TFS, the formal Complaint process in these Procedures may be suspended. If the respondent returns and once again becomes a Member of the TFS Community, a formal Complaint process may resume. A respondent's temporary leave of absence from TFS or a temporary break in his or her relationship with TFS do not prevent a resumption of a formal Complaint process when such leave has ended or when the relationship between TFS and the respondent resumes.

In addition to the "Confidentiality and Privacy" provisions, all Members of the TFS Community who are involved in receiving a Complaint of an Incident of Sexual Violence or who are involved in addressing or investigating it should treat the matter discreetly and confidentially as practicable within the context of their roles in implementing these Procedures. Information should be shared to the extent necessary to carry out responsibilities under these Procedures.

Documents and information related to a Complaint will be held securely. Specifically, this information will be kept by the Office of Student Rights & Responsibilities and/or the Campus Principal in a secure location. The documents will be kept for a period of three years from the date that the complainant or respondent ceases to be enrolled in TFS, whichever is later.

Deadlines and timelines: The Investigation will be completed in a timely manner and generally within 90 days or as soon as reasonably practicable. If there are extenuating circumstances which cause the extension of deadlines, the Campus Principal may extend a deadline where the delay is requested in good faith and the extension does not prejudice those involved in the Complaint process.

Investigation Procedures

An investigation will be initiated in a timely manner after the preliminary assessment. The investigator will take the following steps:

1. Ensure that appropriate measures are taken to protect the safety of the Complainant(s);
2. Keep all information related to the investigation confidential to the extent practical. Other parties subject to confidentiality will be reminded of their obligations and be asked to sign the relevant Confidentiality Agreement;

3. Will conduct a thorough, objective and methodical investigation to collect evidence, analyze findings and present a report of the conclusions based on the balance of probability.
4. Notify the complainant(s), the respondent(s) and witness(es) that they are entitled to support and assistance throughout the process (including the availability of the Accessibility and Academic Accommodations Office, and mental health counsellors for Students);
5. Ensure that the respondent(s) have a copy of the Complaint and provide the respondent(s) with an opportunity to answer the allegation(s) made against them by giving their own evidence;
6. Interview the complainant(s) and/or the witness(es) that submitted the Complaint;
7. Interview the respondent(s);
8. Take reasonable steps to interview witness(es) who may be identified by the complainant(s), the respondent(s) as necessary to conduct a thorough investigation including individuals who were involved or who have, or may have, knowledge of the incident;
9. Take appropriate notes and statements during interviews with the complainant(s), the respondent(s) and any witnesses;
10. Re-interview the complainant(s), respondent(s) or any witnesses if appropriate;
11. Collect and review relevant documents and any other relevant evidence;
12. Come to conclusions about whether the allegations are substantiated based on a balance of probabilities;
13. Consult with relevant subject-experts when appropriate on matters requiring specific expertise;
14. Provide a written report, outlining the Complaint, investigation features and findings. The report must set out findings of fact and conclude whether the Complaint of Sexual Violence was substantiated or not. This written summary will be kept in the internal Investigation file.
15. The final conclusions of the investigator will be provided to both complainant(s) and respondent(s) in writing at the conclusion of the investigation and analysis of the evidence. These conclusions will include a finding on the complaint of Sexual Violence, based on the balance of probability. If the finding substantiates the complaint, then sanctions will be made that will be consistent with the student code of conduct. Additionally, non-binding recommendations for structural or procedural changes/corrective actions may be made to the organization, and/or faculty, and staff that preserves complainant confidentiality.

If the respondent(s) decline(s) to participate in the investigative process, the investigation will still proceed. The respondent(s) should be encouraged to participate in the interest of a balanced and fair process.

The investigator will provide reasonable updates to the complainant(s) and the respondent(s) about the status of the investigation.

Standard of Proof

The standard of proof to be applied is the balance of probabilities. This standard means that based on the evidence, the occurrence of the event(s) in question was/were more likely than not.

Record Keeping

The designated investigator will keep records of the Investigation including:

- a. A copy of the Report or details about the incident;
- b. A record of the Investigation including notes and witness statements;
- c. Copies of all gathered or submitted evidence.
- d. A copy of the Investigation Report;
- e. The Investigation findings letter that was provided to the Complainant(s) who allegedly experienced the Sexual Misconduct and/or Sexual Violence and the Respondent(s); and
- f. A copy of any corrective action taken to address the Report or Incident(s) of Sexual Misconduct/Sexual Violence

All records of the investigation will be kept in a confidential, secure file. The investigation documents, including the final report should not be disclosed unless necessary to investigate a subsequent incident or Complaint of Sexual Violence, to take corrective action, or to satisfy internal requirements to meet regulatory or other legal requirements. Records will be kept in accordance with governing legislation and/or for at least three years.

Outcomes in Investigations

Upon completion of the Investigation, the Manager of the OSRR (or designate), in consultation with the Chief People Officer (or designate) when an Investigation involves an Employee, will:

- Review all the evidence collected during the Investigation;
- Decide whether the Investigation was fair and conducted with procedural fairness and due diligence to all parties; and
- If the Investigation found that the allegation(s) of Sexual Misconduct/Sexual Violence is/are substantiated, determine what disciplinary action, if any, should be taken as set out below.

The decisions of the OSRR upon completion of the Investigation, and the reasons in support of this decision must be in writing and be delivered to the Complainant(s) and to the Respondent(s) within 20 business days of the completion of the Investigation.

In the event a Report is not substantiated, no further action will be taken, subject to the section on maintaining records and providing/delivering the findings to the Complainant(s) and Respondent(s). If there is need to restore a positive working/learning environment or if the Complainant(s) and/or Respondent(s) require counselling, follow-up measures may be taken to meet such needs.

For clarity, an Investigation where Sexual Misconduct and/or Sexual Violence is not substantiated does not automatically mean that a complaint was made in bad faith, was trivial, vexatious, or an abuse of process. Complainants should not be discouraged from Reporting or complaining about an Incident of Sexual Misconduct and/or Sexual Violence if the Report/complaint is made in good faith.

Follow-up measures could include:

- Counselling for the parties;
- Application of strategies to restore a positive working/learning environment;
- Informal resolution/mediation if appropriate (the parties must Consent, and the process must not require any face-to-face meeting between the parties);
- specific training for the Complainant(s) or Respondent(s);
- workshops for the staff and/or others in the workplace/learning environment regarding their rights and responsibilities;
- separation of Respondent(s) and Complainant(s) from each other; and/or
- restorative measures.

Bad Faith Complaints and Misuse of the Reporting Procedures

It is a violation of the Policy to put forward a complaint that is made in bad faith, is trivial, vexatious, or an abuse of the process. These include complaints that are filed without reasonable grounds, with the intention to embarrass or harass, or with no factual basis. Complainant(s) may be subject to corrective action, including discipline, as appropriate and consistent with the result of the Investigation and if it is found that the complaint was made in bad faith, was trivial, vexatious, or an abuse of process. Any corrective action will be confirmed in writing.

If a Complaint of Sexual Violence is not substantiated TFS will not take disciplinary action against the complainant unless there is clear evidence that the initial Complaint was made in 'bad faith'.

It is a violation of these Procedures to put forward a Complaint that is made in bad faith, is trivial, vexatious or an abuse of the process. These include Complaints that are filed without reasonable grounds, with the intention to embarrass or harass, or with no factual basis. False complainant(s) may be subject to corrective action, including discipline, as appropriate and consistent with the result of the Investigation. Corrective action will be implemented in writing.

Outcomes in Investigations

Upon completion of the investigation, the Office of Student Rights & Responsibilities (OSRR) will:

- Review all of the evidence collected during the Investigation;
- Decide whether the Investigation was fair and conducted with procedural fairness to all parties, and with due diligence;
- If the investigation found that the allegation(s) of Sexual Violence are substantiated, determine what disciplinary action, if any, should be taken as set out below.

The decisions of the OSRR upon completion of the investigation, and the reasons in support of this decision must be in writing and be delivered to the complainant(s) and to the respondent(s) within 10 business days of completion of the investigation.

In the event a Complaint is not substantiated, no further action will be taken, subject to the section on maintaining records. If there is need to restore a positive working/learning

environment or if the complainant(s) and/or respondent(s) require counselling, follow-up measures may be taken to meet such needs.

Follow-up measures could include:

- Counselling for the parties;
- Application of strategies to restore a positive working/learning environment;
- specific training for the complainant(s) or respondent(s);
- workshops for the staff and/or others in the workplace/learning environment regarding their rights and responsibilities;
- separation of respondent(s) and complainant(s) from each other; and/or
- restorative measures specific to the circumstances

Discipline

If the OSRR determines that the Respondent(s) did engage in Sexual Violence, disciplinary sanctions or corrective action may be taken. Corrective action will be implemented in writing.

The following list provides examples of disciplinary or corrective action and is not meant to be exhaustive nor necessarily represent a progression of consequences or measures:

- Attendance at educational sessions on the impact of Sexual Violence;
- Restricted or prohibited access to TFS campuses and/or services;
- Disciplinary action up to and including termination of employment of instructors or staff;
- Suspension from TFS for a specified period of time and/or until specified conditions are met; and
- Referral of the case to the Student Conduct Committee to consider a more severe penalty (up to and including recommendation of expulsion from TFS).

In addition to the examples set out in paragraph above, TFS may take other disciplinary or corrective actions that may be appropriate in the circumstances. Complainants cannot be disciplined for violations of TFS' policies for using alcohol or drugs during any alleged incident.

Appeal Process

An appeal may be made only by the complainant(s) or the respondent(s). The appeal must be made in writing to the Manager of the Office of Student Rights & Responsibilities within three (3) business days after the date of notification of the decision that is the subject of the appeal. The appeal must include the reasons for the appeal, the reasons why the appeal should be granted, the arguments in support of the appeal and the outcome sought (the "Notice of Appeal").

The person seeking to appeal must demonstrate that at least one of the "Grounds of Appeal" have been met (see Appendix B):

Within ten (10) business days of receiving the Notice of Appeal, the Manager of the Office of Student Rights & Responsibilities shall notify both parties as to the substance of the Appeal. The party who did not submit the Appeal shall be given ten (10) business days to respond, in writing, to the substance of the Appeal.

Within twenty (20) business days of receiving the response to the Appeal, the Manager of the Office of Student Rights & Responsibilities shall render a decision as follows:

- Uphold the decision and sanctions.
- Uphold the decision but render different sanctions.
- Grant the Appeal, which shall overturn the decision and sanctions. An overturned decision shall result in the Manager of the Office of Student Rights & Responsibilities having the right to render an outcome that is deemed just and appropriate.

The appeal decision of the Manager of the Office of Student Rights & Responsibilities may be further appealed by either the Complainant(s) or Respondent(s).

The new appeal must be made in writing to the Manager of the Office of Student Rights & Responsibilities within three (3) business days after the date of notification of the decision that is the subject of the appeal. The appeal must include the reasons for the appeal, the reasons why the appeal should be granted, the arguments in support of the appeal and the outcome sought (the "Notice of Appeal").

Where this appeal is made by a different person than the first appeal the process will be identical to that described above.

Where the appeal is made by the same person as the first appeal, this will be considered a "Second Notice of Appeal" and the following process applies;

A Second Notice of appeal must be made in writing to the President of TFS, or designate thereof, (the "President") and within three (3) business days after the date of the decision that is the subject of the appeal. The appeal must include the reasons for the appeal, the reasons why the appeal should be granted, the arguments in support of the appeal and the outcome sought.

The person seeking to appeal must demonstrate that at least one of the grounds of appeal have been met (see Appendix B).

Within ten (10) business days of receiving the Second Notice of Appeal, the President shall notify both parties as to the substance of the Appeal. The party who did not submit the Appeal shall be given ten (10) business days to respond, in writing, to the substance of the Appeal.

Within twenty (20) business days of receiving the response to the Appeal, the President shall render a decision as follows:

- Uphold the decision and sanctions of the Manager of the Office of Student Rights & Responsibilities.
- Uphold the decision of the Manager of the Office of Student Rights & Responsibilities but render different sanctions.
- Grant the Appeal, which shall overturn the decision and sanctions of the Manager of the Office of Student Rights & Responsibilities. An overturned decision shall result in the President having the right to render an outcome that is deemed just and appropriate.

The findings of the President shall be final and not subject to review by, or appeal to, any other decision-maker or decision-making body.

APPENDIX A: SUPPORTS & SERVICES PROVIDED TO STUDENTS WHO HAVE EXPERIENCED SEXUAL VIOLENCE

International Students residing outside of Canada are encouraged to connect with professional support in your local area. If you require immediate, in-person emergency care, go to your nearest emergency department, or dial your local emergency services telephone number for immediate help.

EMERGENCY MEDICAL SUPPORT

Fredericton

Hospitals:

- o Dr. Everett Chalmers Regional Hospital (part of the SANE (Sexual Assault Nurse Examiner) Program): 700 Priestman Street, PO Box 9000, Fredericton, NB: 506-452-5400

Toronto

Hospitals:

- o Sexual Assault & Domestic Violence Care Centre at the Women's College Hospital: 76 Grenville St., Toronto, ON: 416-323-6040
- o Humber River Hospital: 1235 Wilson Ave, Toronto, ON: 416-242-1000
- o North York General Hospital: 4001 Leslie St, Toronto, ON: 416-756-6000
- o Sunnybrook Health Sciences Centre: 2075 Bayview Avenue, Toronto, ON: 416-480-6100

Metro Vancouver

Hospitals:

- o BC Women's Hospital, Sexual Assault Service, 4500 Oak Street, Vancouver, BC: 604-875-2424, Toll-free (BC): 1-888-300-3088
- o Vancouver General Hospital, Sexual Assault Service, 910 West 10th Avenue, Vancouver, BC: 604-875-2881
- o UBC Hospital Urgent Care Centre, Sexual Assault Service, 2211 Westbrook Mall, Vancouver, BC: 604-822-7121
- o Surrey Memorial Hospital, 13750 96 Avenue, Surrey, BC: 604-953-4723
- o Abbotsford Regional Hospital, 32900 Marshall Road, Abbotsford, BC: 604-851-4700 extension 646147

COUNSELLING/SUPPORTS OFFERED BY YORKVILLE

Students

Mental Health and Wellness Department wellness@yorkvilleu.ca

Book a free, confidential appointment with a mental health counsellor at yorkvilleu-bc.janeapp.com

Employees

Free, confidential counselling for employees through the Employee Assistance Program: Call Toll-free 877 847 4525, Call-Back at +1 416 956 2979, E-mail: support@resourcesforyourlife.com, SMS Texting: +1 647 624 2840, ICONNECT YOU app (Passcode: TLGeap), www.resourcesforyourlife.com

Equity, Diversity, and Inclusion Office

If you would like to confidentially discuss any matters related to equity, diversity and inclusion, please contact the Equity, Diversity and Inclusion Office at edi@yorkvilleu.ca.

OFF CAMPUS COUNSELLING

Fredericton

Sexual Violence New Brunswick

Provides advocacy and support for those impacted by Sexual Violence, individual and group therapy, community presentations, and professional training.

506-454-0460

Toronto

Toronto Rape Crisis Centre / Multicultural Women Against Rape

416-597-1171 (main line), 416-597-8808 (counseling line) 25 ESPL, Toronto, ON

Offers legal support, referrals, a 24-hour crisis line, support groups and in-person counseling for victims of Sexual Assault. Mon-Fri, 9:30am-5:00pm

<https://trccmwar.ca/>

Support Services for Male Survivors of Sexual Abuse Program

1-866-887-0015 – Information 1-888-579-2888

http://www.attorneygeneral.jus.gov.on.ca/english/ovss/male_support_services/

Oasis Centre des femmes (Francophone)

416-591-6565, E-mail: services@oasisfemmes.org

<http://www.oasisfemmes.org/>

Two-Spirited People of the First Nations

416-944-9300, 14 College St · 4th floor · Toronto, ON

Counseling, information, and support for LGBTQ individuals of the First Nations community.

The 519 Programs

416-392-6877, 519 Church St. · Toronto, ON

Programs serving the LGBTQI2S+ communities in Toronto and beyond

<https://www.the519.org/programs>

Sherbourne Health Centre

416-324-4180 333, Sherbourne St. · Toronto, ON

Serving LGBTQ people, Homeless and under-housed individuals, Newcomers to Canada

<http://sherbourne.on.ca/counselling-services/>

Punjabi Community Health Services partnership with Sunoh (International Student Mental Health charity – also focuses on sex trafficking)

437-991-4858

sunohcanada@gmail.com

<http://www.sunohcharity.com/>

Metro Vancouver

WAVAW Rape Crisis Centre

Lower Mainland 24/7 Crisis Line: 604-255-6344

Toll-free 24/7 Crisis Line available across Canada: 1-877-392-7583

Services and referrals for people of marginalized genders (women, Two-Spirit, trans, non-binary, and more) aged 14+ who have who have experienced any form of sexualized violence. WAVAW has services specifically for Indigenous people.

www.wavaw.ca

Rape Victims Support Network in Vancouver & Burnaby

604-525-0999 (Office) 778-886-7001 (Confidential line)

Offers peer counselling and practical help to those victimized by rape. Services include Sexual Assault recovery counselling, advocacy and referrals.

<https://assaultcare.ca/>

Family Services of Greater Vancouver- Trauma and Sexual Assault – Adult Services

604-874-2938

Provides support to adults dealing with the effects of childhood trauma and or sexual abuse. Counsellors help with healing, moving forward in life, and developing self-awareness and protection, spiritual growth, self-soothing, and emotional regulation.

<https://fsgv.ca/programs/victim-services/>

One Voice Canada (assists international Students that are victims of sexual abuse, labour exploitation, and in severe distress)

info@onevoicecanada.org

<https://onevoicecanada.org/>

OFF CAMPUS MEDICAL SERVICES

Fredericton

Tele-Care 811

Tele-Care is a free, confidential, health advice and information line. Dial 811 for access to bilingual, registered nurses, 24 hours a day, seven days a week. You will speak to a registered nurse when you call Tele-Care about health symptoms, injuries or illnesses. The nurse will assess your situation and provide information and advice to help you decide what to do. In an emergency, call 911 or visit the local emergency department.

Patient Connect NB

Patient Connect NB is a provincially managed, bilingual patient registry for New Brunswickers without access to a primary health care provider (family doctor or nurse practitioner). New Brunswickers without a provider can register with Patient Connect NB and will be assigned to a provider on a first-come, first-serve basis. You will be contacted directly by the Primary Care Provider's office once you are referred to their practice.

https://www2.gnb.ca/content/gnb/en/departments/health/Hospital-Services/content/Patient_Connect_NB.html

Fredericton Medical Clinic

(506) 458-0200, 1015 Regent Street, Fredericton, NB

Toronto

Barbra Schlifer Commemorative Clinic

416-323-9149, 489 College Street · Suite 503 · Toronto, ON

Offers legal representation, information, counseling, transitional housing support, multilingual interpretation for women who have experienced violence. Mon.-Fri., 9am-5pm.

<http://www.schliferclinic.com>

Planned Parenthood

(416) 961-0113, 36 Prince Arthur Ave · Toronto, ON

Offers: Birth control options and prescriptions at reduced rates; Emergency Contraception; Anonymous HIV & STI Treatment and Testing; Free condoms and lube; Help finding food, housing, employment or legal aid; Immunizations, including flu shots; Mental Health Services;

Nutritional Services; Pregnancy Options; Prenatal Services & Care; Pregnancy Testing; Services offered with or without health card. <http://www.ppt.on.ca/>

The Hassle Free Clinic

416-922-0566, 66 Gerrard Street East · 2nd Floor · Toronto, ON

A Women/Trans & Man/Trans Clinic for Sexual Assault/Domestic violence crisis support Offers: Doctor visits; HIV & STI testing and treatment; Birth Control Prescriptions; gynaecological-concerns; expert led discussions; One-on-one nursing consultations; counseling support for Sexual Assault/violence, pregnancy, abortion, sexuality/trans issues, and HIV Positive women and trans women. <http://www.hasslefreeclinic.org/ProgramsWomen.php>

Immigrant Women's Health Centre

416-323-9986, 489 College Street · Suite 200 · Toronto, ON

A community-based non-profit agency serving immigrant women, refugee women, and women of colour. Provides comprehensive clinical and counseling services; free of charge, no OHIP required. <http://www.immigranthealth.info>

Metro Vancouver

Vancouver Coastal Health

<http://www.vch.ca/>

HealthLink BC

<https://www.healthlinkbc.ca/services-and-resources/find-services>

HOUSING

Fredericton

Gignoo Transition House

Provincial service for abused Indigenous women and their children. Call: 506-458-1236 or 1-800-565-6878

Women in Transition

Crisis Line: 506-459-2300 | Office: 506-457-2770

Transition house for abused women and their children. The staff at the transition house can provide counselling and give information about legal options and social services. Transition houses are open 24 hours every day, seven days a week. An abused woman and her children can stay there free of charge for about one month. <http://www.womenintransitionhouse.ca/>

The Chrysalis House

[506-451-3482](http://www.chrysalishouse.ca/)

Provides a nurturing home for youth between the ages of 16 to 19 to mend their past hurts and a supportive and engaging environment for them to develop essential life skills.
<https://www.yitfredericton.ca/progrms-and-services>

Toronto

YMCA Sprott House

(647) 438-8383

YMCA Sprott House - Walmer Road Centre provides affordable and supported residential living for up to 25 young people between the ages of 16 to 24. It first opened its doors in September 2007 and is now the first LGBTQ2S and allies transitional housing program for youth in Canada
<https://ymcagta.org/youth-programs/youth-housing>

City of Toronto Housing & Homelessness Services

The preferred way to access emergency shelter is to call 311 or Central Intake 416-338-4766 or Toll Free 1-877-338-3398.

<https://www.toronto.ca/community-people/housing-shelter/>

ShelterSafe.ca

ShelterSafe.ca is an online resource to help women and their children seeking safety from violence and abuse. The clickable map will serve as a fast resource to connect women with the nearest shelter that can offer safety, hope and support. Our objective is to ensure that women can seek safety when they need it. Sheltersafe.ca allows you to quickly identify a shelter in a specific geographic area along with its 24-hour emergency phone number.

<http://www.sheltersafe.ca>

Metro Vancouver

Metro Vancouver Housing Services

<http://www.metrovancouver.org/services/housing/Pages/default.aspx>

Sunoh Charity

437-991-4858, E-mail: sunohcanada@gmail.com

Provides support to international Students with respect to issues of mental health, suicide, substance abuse and sex trafficking.

<http://www.sunohcharity.com/>

HELPLINES AND MENTAL HEALTH SERVICES

National

Canadian Human Trafficking Hotline (24/7)

1-833-900-1010, Chat

www.canadianhumantraffickinghotline.ca

Nisa Helpline (Monday to Friday 10:00am to 10:00pm ET)

1-888-315-6472, info@nisahelpline.com

Nisa Helpline is a peer-to-peer counselling helpline available to Muslim women of all ages.
www.nisahelpline.com

One Voice Canada - Voice of International Students

E-mail: help@onevoicecanada.org

Provides resources and support to international Students dealing with different vulnerabilities related to mental health needs, legal and immigration issues.

<https://onevoicecanada.org/>

Black Youth Helpline

Toronto: 416-285-9944, Toll Free: 1-833-294-8650, Email: info@blackyouth.ca

Naseeha Youth Helpline

Helpline/Textline: 1 (866) 627-3342 (NASEEHA)

7 days a week Naseeha answers calls from around the world from Muslim and non-Muslim youth experiencing life's challenges.

<https://naseeha.org/contact-us/>

Crisis Services Canada

24/7 toll free line 1-833 456-4566. Connect via text at 45645, 4 pm to 12 am ET. Or to find other resources in your area dial 2-1-1 (if available in your area). If it is an emergency, dial 9-1-1

If you're thinking about suicide, are worried about a friend or loved one, the Canada Suicide Prevention Service is available 24/7 for voice and 4pm to 12am ET for text.

<https://www.crisisservicescanada.ca/en/>

Kids Help Phone (for youth up to age 25)

24/7 Phone Line: 1-800-784-2433, SMS Text: Text CONNECT to 686868, Instant Messaging and More Info: www.kidshelpphone.ca

Trans Lifeline hotline:

Call: 877-330-6366, 10am-4am ET

<https://www.translifeline.org/>

Wellness Together Canada

SMS Text: Youth Text "WELLNESS" to 686868, Adults Text "WELLNESS" to 741741

Call 911 if you are in immediate danger or need of urgent medical support.

Indigenous people can also reach out to Hope for Wellness at 1-855-242-3310.

<https://ca.portal.gs/>

Toronto

Assaulted Women's Help Line

416-863-0511, toll-free in Ontario at 1-866-863-0511 or 416-323-6040 if assaulted in last 72 hours.

Call-in only. Emergency help line for women that have been assaulted. Anonymous, accessible 24 hours a day.

<http://www.awhl.org>

Independent Legal Advice for Sexual Assault Survivors Pilot Program 1-855-226-3904

<https://www.attorneygeneral.jus.gov.on.ca/english/ovss/ila.php>

Fem'aide

Call: 1-877-336-2433, Teletypewriter (TTY): 1 866 860-7082, E-mail: info@femaide.ca

<http://www.femaide.ca>

Good2Talk

1-866-925-5454

24/7 Free, professional and anonymous counseling and support for post-secondary Students in Ontario

MentalHealthHelpline.ca

1-866-531-2600

The Mental Health Helpline provides information about mental health services in Ontario.

Lesbian/Gay/Bi Youth Line

416-962-9688 / 1-800-268-9688, Call-in only.

Provides support and information, as well as hate crime Reporting, for members of the queer community.

<http://www.youthline.ca/index.html>

LGBT Referral Line

416-925-9872, Call-in only.

Many LGBTQ resources available through this umbrella hotline, including LGBT Muslim resources (extension 2209) and Gay Latino resources (extension 2850).

Talk4Healing (24/7)

1-855-554-HEAL, Chat

A culturally grounded, fully confidential helpline for Indigenous women available in 14 languages across Ontario.

www.talk4healing.com

Metro Vancouver

VictimLinkBC

Toll-free, 24/7 phone service: 1-800-563-0808, Text messaging: 604-836-6381, Email: VictimLinkBC@bc211.ca, Teletypewriter (TTY) for people who are deaf or hard-of-hearing: 604-875-0885 (to call collect, use Telus Relay Service at 711)

Confidential, multilingual telephone service available across BC and Yukon. 24 hours a day, 7 days a week. VictimLinkBC provides immediate crisis support to victims/survivors of any crime, as well as information and referral services.

APPENDIX B: GROUNDS OF APPEAL TO DECISIONS AND / OR SANCTIONS TO SUBSTANTIATED COMPLAINTS OF SEXUAL VIOLENCE

- **Procedure**: Procedures were not correctly followed in making the decision. For example:
 - University policy was incorrectly interpreted and applied;
 - There was a fundamental procedural error seriously prejudicial to the Student;
 - The decision maker erred in interpreting the facts or assessing the evidence.
- **Student rights**: The decision process or the decision infringed on the rights that TFS guarantees to the Student, including rights identified under the Academic Freedom policy and the Discrimination and Harassment policy;
- **Natural justice**: The decision-making process was not consistent with the generally understood principles of procedural fairness (natural justice). These include:
 - Right to be heard: the Student did not have a fair opportunity to present the Student's case;
 - Freedom from bias: The decision maker was not impartial;
 - Evidence-based decision-making:
 - The decision was not based on evidence, but on speculation or suspicion; and/or
 - The decision was not communicated in a way that made clear what evidence was used in making the decision.
- **Medical**: An unforeseen medical condition affected the Student's judgements or actions.
- **Compassion**: Events and circumstances beyond control of the Student seriously impaired the Student's judgments or actions.

Related Information

There is no related information for this policy currently.

Contacts

For questions regarding this policy, please contact:

Department/Office Name: Academic Governance Office

Email: academicgovernance@yorkvilleu.ca

Note: Names and structures of Yorkville offices or governing bodies may change over time. Such changes do not affect the validity of this policy. To confirm the current responsible office or body, contact the Office of Regulatory and Government Affairs at academicgovernance@yorkvilleu.ca.

Revision History

Version Code	Date	Summary of Changes	Authorized by (Title)
1.0	December 5, 2020	New document	-
1.1	January 10, 2022	-	-
1.2	July 1, 2023	Amended	-
1.3	June 08, 2026	<p>Updated to new template.</p> <p>Made minor clarifications to the Procedures to expressly confirm that Students will not be disciplined for violations of TFS policies relating to drug or alcohol use at the time the alleged incident occurred.</p> <p>Made clarifications to the Procedure that students will not be asked irrelevant questions by TFS staff or investigators, including questions related to past sexual history or sexual expression during an investigation.</p>	

