

Concept Pet Grooming Academy

SEXUAL VIOLENCE POLICY – Updated July 21, 2025

(In compliance with Section 36.0.2 and Section 16 of Ontario Regulation 415/06 under the Ontario Career Colleges Act, 2005)

1. Purpose

In accordance with Section 36.0.2(1) of Ontario Regulation 415/06, Concept Pet Grooming Academy (the “College”) is committed to providing a learning environment free from sexual violence. This policy establishes procedures for responding to and addressing incidents of sexual violence involving students, as well as support services available to students affected by sexual violence.

2. Definition of Sexual Violence

Pursuant to Section 36.0.2(1) of Ontario Regulation 415/06, “sexual violence” means any sexual act or act targeting a person’s sexuality, gender identity, or gender expression that is committed, threatened, or attempted against a person without that person’s consent. This includes:

- Sexual assault
- Sexual harassment
- Stalking
- Indecent exposure
- Voyeurism
- Sexual exploitation
- Distribution of sexually explicit material without consent
- Cyber harassment of a sexual nature

3. Scope

As required by Section 36.0.2(2), this policy applies to all students enrolled at the College and to all incidents of sexual violence that occur:

- On College premises;
- At College-sponsored events or activities; or
- In circumstances that may adversely affect the College environment or student well-being.

4. Reporting and Responding to Incidents

In accordance with Section 36.0.2(3)(a) and (b), students may report incidents of sexual violence to a designated official at the College:

Student Support and Wellness Coordinator: Cindy Huang

Email: conceptpetacademy@gmail.com

Phone: 437-818-5555

Office: 2190 Warden Avenue, Unit G10, Scarborough, Ontario M1T 1V6

Reports may be made in person, by email, or by phone. A report may be made even if the student does not wish to file a formal complaint or police report.

5. Confidentiality

As per Section 36.0.2(3)(c), the College will protect the confidentiality of all individuals involved in a report or complaint of sexual violence. Information will only be shared where required by law or where it is necessary to protect the safety of individuals.

6. Complaint Procedure

In accordance with Section 36.0.2(3)(d) and (e):

- All formal complaints will be investigated in a timely and fair manner;
- Investigations will be conducted by an impartial individual;
- Both the complainant and respondent will be given an opportunity to present their accounts;
- Disciplinary action, up to and including expulsion, may result from a finding of misconduct.

7. Support and Accommodations

In accordance with Section 36.0.2(3)(f), the College will ensure students who disclose or report sexual violence are informed about and provided access to:

- Academic accommodations
- Mental health support and referrals
- Community support services
- Information on filing a police report (if desired)

8. Reprisal

As required by Section 36.0.2(3)(g), no student shall face retaliation, discipline, or reprisal for reporting sexual violence in good faith or for participating in an investigation. Retaliation will be treated as a disciplinary matter.

9. Student Rights

Consistent with Section 36.0.2(3)(h), students have the right:

- To be treated with dignity and respect;
- To decide whether or not to report an incident;
- To be informed of available supports and procedures;
- To participate in a process without fear of retaliation;
- To access services regardless of whether a formal complaint is made.

10. Training

As per Section 36.0.2(5), all new students will receive training during orientation on this policy, how to report sexual violence, and the supports available.

11. Policy Review and Distribution

In compliance with Section 36.0.2(4):

- This policy will be reviewed every three years;
- A copy will be provided to students upon enrollment and made publicly available on the College's website or student portal;
- Students will be notified of any updates or amendments to the policy.

12. Compliance with Recordkeeping

As per Section 36.0.2(6), the College will maintain a record of all disclosures, complaints, and investigations of sexual violence and will provide data to the Superintendent annually in accordance with ministry requirements.