

Automotive Training Centre

00745

Name of Institution

Institution Number

**Language Proficiency
Requirements**

Name of Policy

Effective Date

Revision Date

Policy Statement**A. CONTEXT AND PURPOSE**

This Policy and its related Procedures support the Automotive Training Centre's commitment to establishing a safe and respectful learning and working environment for members of the ATC community. In 2016 the Government of BC introduced the Sexual Violence and Misconduct Policy Act S.B.C. c.23 (the Act). The Act requires BC post-secondary institutions to establish, implement, and make publicly available a policy, with associated procedures, that addresses sexual misconduct, its prevention, and responses to sexual misconduct. This Policy has been designed in compliance with the Act.

B. SCOPE AND LIMITS

1. This Policy and its related Procedures apply to all members of the ATC community, including but not limited to students, employees, and administrative staff. The Policy applies in any situation where Sexual Violence and Misconduct occurs on ATC property or is related to ATC business, and includes activity that occurs in virtual environments including all forms of digital, electronic, or social media.
2. This Policy and its related Procedures address how members of the ATC community will respond to a disclosure and/or complaint and/or report, and where to report an incident of Sexual Violence and Misconduct. The Procedures describe the corrective actions that will be applied if an individual has been found to violate any aspect of this Policy. Nothing in this Policy or its related Procedures precludes an individual from seeking recourse through criminal or civil proceedings at any time.
3. If any provision in this Policy or the related Procedures is inconsistent with an employment agreement, the applicable agreement language will prevail to the extent of the inconsistency.

C. STATEMENT OF POLICY PRINCIPLES

1. 1. ATC seeks to ensure a safe and supportive learning and working environment for all members of its community. This environment will be a place where Sexual Violence and Misconduct is not tolerated, and where members of the community feel safe to report possible violations of this Policy.
2. 2. Sexual Violence and Misconduct by any member of the ATC community is strictly prohibited.

3. 3. Support services will be offered to victims/survivors of Sexual Violence and Misconduct. Respondents will also be supported through the process and will be provided access to support services.
4. 4. Victims/survivors and respondents have privacy rights under the Freedom of Information and Protection of Privacy Act. There are also confidentiality obligations connected to the investigation of reports and complaints that must be respected.
5. 5. Investigations of violations of this Policy will adhere to the principles of procedural fairness. Respondents have the right to be notified of the allegation(s) that have been made against them, and to be given a reasonable opportunity to respond.
6. 6. ATC will respond in a timely manner to disclosures, complaints, and reports of Sexual Violence and Misconduct.
7. 7. ATC recognizes that individuals of all gender identities, gender expressions, and sexual orientations may experience Sexual Misconduct, and is committed to developing inclusive Sexual Violence and Misconduct prevention and response training.
8. 8. ATC will invest in ongoing sexual violence education, awareness, and prevention programming.
9. 9. As per the Act, this Policy will be reviewed at least once every three years or as directed by the Minister of Advanced Education. Students and employees will be consulted as part of this review.

D. RELATED POLICIES & LEGISLATION

- Child, Family and Community Service Act
- Criminal Code of Canada
- Human Rights Code
- Sexual Violence and Misconduct Policy Act
- Automotive Training Centre Code of Conduct
- Respectful Workplace Policy
- Safety and Health Policy
- Emergency Response Policy
- Violence in the Workplace Policy
- Student Conduct (Non-Academic) Policy

E. RELATED PROCEDURES

Refer to the Procedures for Dealing with Sexual Violence and Misconduct (ATC-SR14).

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