



Sutherland-Chan Schools Inc., *operating as*
Sutherland-Chan School of Massage Therapy

SEXUAL VIOLENCE & SEXUAL HARASSMENT POLICY

**** Please note that the Sutherland-Chan Complaints Policy is a companion document, particularly for procedure.***

Everyone at our school has the right to study and work in an environment free from sexual harassment and violence. This is a human right protected by the Ontario Human Rights Code. Sexual violence and harassment can harm students, faculty, staff, and patients, and will not be tolerated at school or during any off-site school activities. Everyone is responsible for helping to create a safe environment.

Commitment to Support:

Sutherland-Chan is dedicated to supporting those who have experienced sexual harassment or violence. We do this by showing compassion, respecting privacy, and investigating fairly.

Defining Sexual Violence:

Sexual violence includes any sexual act or act targeting a person's sexuality, gender identity, or gender expression without consent. This includes sexual assault, harassment, stalking, indecent exposure, voyeurism, and exploitation.

Examples of Sexual Violence:

- **Sexual Assault:** Any unwanted sexual act, from touching to penetration, without consent.
- **Unwanted Physical Contact:** Any physical contact with a sexual connotation.
- **Sexual Abuse:** Violence carried out through sexual means or targeting sexuality/gender identity.
- **Criminal Harassment:** Stalking and cyberbullying.

Defining Sexual Harassment:

Sexual harassment is any unwelcome comment or conduct of a sexual nature, including:

- **Offensive Jokes:** Degrading comments of a sexual nature.
- **Inappropriate Materials:** Displaying pornographic or sexist pictures.
- **Suggestive Remarks:** Remarks meant to cause discomfort or humiliation.
- **Unwelcome Language:** Related to gender, physical attributes, or characteristics.
- **Inappropriate Staring:** Leering or bragging about sexual prowess.
- **Solicitation:** Asking for sexual intimacy or making sexual advances.

Professional Sexual Impropriety:

Massage therapists must follow professional behavior codes. Any sexual commentary, solicitation, or act between faculty/staff and students, or between therapists and patients, is misconduct and subject to discipline.

School Response:

The school educates faculty, staff, and students about this policy and how to prevent sexual violence and harassment. This includes general considerations and expectations for health care professionals.

Rights of Those Disclosing Sexual Violence or Harassment:

Anyone disclosing experiences of sexual harassment or violence has the right to:

- **Dignity and Compassion:** Be treated with respect.
- **Privacy:** Respect for their privacy.
- **Support Person:** Have someone present for support.

- **Choice:** Decide whether to make an official complaint or contact police.
- **Information:** Be informed about resources and services.
- **Accommodation:** Receive reasonable supportive accommodations related to school or work.

Investigation Process:

The school will investigate complaints fairly and promptly. The complainant can choose not to participate in the investigation. Both the complainant and respondent(s) will be kept informed about the status of the investigation.

Please note:

- ***Students will not be subject to discipline or sanctions for violations of the career college's policies relating to drug or alcohol use at the time the alleged sexual violence occurred.***
- ***Students will not be asked irrelevant questions during the investigation process by the career college's staff or investigators, including irrelevant questions relating to the student's sexual expression or past sexual history.***

Confidentiality:

The school will keep personal information confidential unless there is a risk of harm or legal obligations require disclosure.

Right to Withdraw a Complaint:

A complainant can withdraw a complaint at any stage, but the school may continue to act on the issue to comply with its obligations.

Protection from Retaliation:

Retaliation against anyone who has made a complaint or provided information is prohibited.

False Statements:

Knowingly making false complaints or providing false information is a violation of this policy and will result in disciplinary action.

Disciplinary Measures:

If sexual violence or harassment is confirmed, immediate disciplinary action will be taken, up to and including expulsion or termination of employment.

Updated October 14, 2025

Responsibility: DE/ADM

D:\Manuals and Policies

Reporting Requirements:

The school will collect and provide data related to sexual violence to the Superintendent, Private Career Colleges Branch, Ministry of Colleges and Universities, as requested.

Policy Distribution, Training, and Updates:

The school will educate and train staff and students on this policy. Managers and staff will review the policy annually, and new employees will be trained on it. Students receive a copy of the policy in their registration package, and it is available on the school's website.

Resources:Women's Support Network of York Region

#109 - 1110 Stellar Dr, Newmarket ON, L3Y 7B7

+1 905 895 3646

info@womenssupportnetwork.ca

24/7 Crisis Line: 905.895.7313 / 1.800.263.6734 (toll free)

Toronto Rape Crisis Centre - (416) 597-8808/416-597-1171

Oasis Centre des femmes

www.oasisfemmes.org

465 Yonge Street PO Box 73022 Wood Street PO Toronto ON M4Y 2W5

416-591-6565

services@oasisfemmes.org

Victim Services Toronto

Office: 416-808-7066

<https://victimservicestoronto.com>

40 College St, Ground Fl

Toronto, ON, M5G 2J3

This is by no means an exhaustive list of support available in the City of Toronto. Please speak to either the CESC (Shannon Marshall) or ADE (Heather Wright) for further assistance.

Please refer to the below for further resources:

- Appendix A for definitions and important concepts.

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- Appendix B for in-house resources, services, and supports.
- Appendix C for external resources, services, and supports.

Summary:

The Sexual Violence & Sexual Harassment Policy at Sutherland-Chan School of Massage Therapy ensures a safe environment free from sexual harassment and violence. The policy defines sexual violence and harassment, outlines the rights of those disclosing experiences, and describes the investigation process. The school is committed to supporting affected individuals and taking disciplinary action against confirmed cases of sexual violence or harassment.