



# JYOT'S AESTHETICS ACADEMY

## SEXUAL VIOLENCE AND HARASSMENT POLICY

1. Jyot's Aesthetics Academy is committed to providing an educational environment free from sexual violence and treating its students who report incidents of sexual violence with dignity and respect.
2. The policy applies to complaints of sexual violence that have occurred at Jyot's Aesthetics Academy or at one of our events that involve our students.
3. All students at Jyot's Aesthetics Academy have the right to study in an environment free of sexual violence. Our document includes Jyot's Academy's policy on sexual violence including students, definition of prohibited behaviours, and our thorough investigative process against sexual violence.
4. This policy prohibits sexual violence, which means any sexual act on 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 sexual assault, stalking, sexual harassment, indecent exposure and sexual exploitation.
5. Jyot's Aesthetics Academy shall include a copy of the Sexual Violence and Harassment Policy in every contract made between the academy and its students.
6. Under this Sexual Violence and Harassment Policy, any student of Jyot's Aesthetics Academy may file a report of an incident to the school director in writing. Upon receipt of an incident or a complaint of alleged sexual violence being made, the school director will respond promptly.
7. Jyot's Aesthetics Academy ensures that all the documentation gathered as a result of the complaint will be only available to those who need to know for purposes of the investigation, implementing safety measures, and any other circumstances that arise from any given case and ensuring that the documentation is kept in a separate file from that of the complainant or the respondent.
8. A complaint of sexual violence may be filed in writing under the policy, by any student to our college's director in writing. Upon complaint of an alleged sexual violence being made, the director will initiate an investigation, including as follows:
  - a) Determine whether the incident should be reported immediately to the police.
  - b) Find out what interim measures, if any, are necessary during the investigation.
  - c) Investigate the complainant and/or any person involved and any witnesses.
  - d) Providing reasonable updates to the complainant and the respondent about the status of the investigation.

9. Students can use the following links to find agencies that provide support to the victims of sexual violence and sexual harassment:

<https://www.centralwesthealthline.ca/listServices.aspx?id=10669>

<http://hope247.ca/>

<https://www.peelregion.ca/health/sexual-assault/help>

<http://www.mississaugahaltonhealthline.ca/listServices.aspx?id=10669>

10. Students can learn more about our policy as part of the admissions package and during our orientation. Questions can be directed to the college director or the staff member responsible for conducting orientation.
11. If the student is unsatisfied with their complaint's resolution, they are requested to submit the complaint to the superintendent of Private Career Colleges using the PARIS system. They can use the following link to access the PARIS system:

<https://www.pcc.tcu.gov.on.ca/PARISExtWeb/public/login.xhtml>

Follow this guide to create a student user account:

<http://www.tcu.gov.on.ca/pepg/audiences/pcc/paris-enrolment-guide-for-new-users.pdf>