



Sexual Violence & Misconduct Policy

Effective Date: January 25, 2026

Review Cycle: Every 4 years

1. Purpose

Golden Career College (GCC) is committed to providing a learning and working environment free from sexual violence and sexual misconduct. This policy establishes GCC's framework for prevention, awareness, response, and support related to sexual violence and misconduct, in accordance with the Manitoba Private Vocational Institutions Act and applicable guidance.

This policy applies to all students, staff, instructors, contractors, volunteers, and visitors, and covers conduct occurring:

- On campus
- During practicum or off-site activities
- During school-related events
- Through digital and online platforms

2. Awareness (Including Social & Digital Media)

GCC will promote awareness of sexual violence and misconduct, including conduct occurring through social media, messaging applications, email, and other digital platforms.

Awareness activities include:

- Orientation sessions outlining expectations of conduct and reporting options
- Periodic reminders and resource postings
- Instructor and staff briefings on response obligations
- Communication that harassment, coercion, unwanted sexual contact, and non-consensual sharing of images are prohibited

3. Consent

Consent means voluntary, active, and ongoing agreement to engage in sexual activity.

Consent:

- Must be freely given
- May be withdrawn at any time
- Cannot be assumed from silence or past behaviour
- Is invalid if obtained through coercion, manipulation, or abuse of power
- Is not possible when a person is incapacitated by drugs, alcohol, or unconsciousness

4. Prevention

GCC's prevention approach focuses on reducing risk and reinforcing standards of professional conduct.

Prevention measures include:

- Clear codes of conduct
- Integration of respectful conduct expectations into orientation
- Staff and instructor training
- Review of learning environments and school activities for safety considerations
- Ongoing communication reinforcing expectations and reporting pathways

5. Disclosure, Complaints & Response Protocol

5.1 Disclosure Options

A person may disclose sexual violence or misconduct:

- Verbally to GCC administration
- In writing
- With or without requesting police involvement

Disclosing to GCC does not require filing a police report.

5.2 Immediate Response

When GCC becomes aware of an incident, GCC will:

1. Respond in a trauma-informed and non-judgmental manner
2. Provide information on:
 - Support resources

- Reporting options
 - Available academic or practicum accommodations
3. Offer reasonable interim measures, which may include:
- Schedule adjustments
 - Alternate learning arrangements
 - Separation of involved parties
4. Document the disclosure confidentially

5.3 Internal Complaint Handling

Where within GCC's authority, GCC may:

- Implement safety measures
- Initiate conduct or disciplinary processes
- Coordinate accommodations

GCC's role is not to conduct criminal investigations. Criminal matters are handled by law enforcement.

5.4 Confidentiality

GCC will keep information confidential except where disclosure is required to:

- Protect safety
- Comply with law
- Meet regulatory obligations

Information is shared strictly on a need-to-know basis.

5.5 Retaliation

Retaliation against any person who discloses or participates in a process under this policy is prohibited and may result in disciplinary action.

6. Training

GCC will provide:

- Student orientation content on this policy
- Annual staff and instructor training on receiving disclosures and response procedures

7. Student Consultation

This policy will be developed and reviewed with input from students through surveys, meetings, or other consultation methods. Records of consultation will be retained.

8. Cultural Safety & Vulnerable Populations

GCC recognizes that sexual violence disproportionately affects certain populations and will ensure supports and responses are culturally sensitive and accessible.

9. Accessibility

This policy will be:

- Posted on the GCC website
- Included in student materials
- Available in print
- Provided in alternate formats upon request

10. Public Reporting

GCC will report in a non-identifying manner on awareness and prevention activities, consistent with privacy obligations.

11. Review Cycle

This policy will be reviewed at least once every four years or sooner if required by law or operational need.

12. Related Documents and Legislation

- GCC Student Handbook
- Worker's Compensation Board
- The Human Rights Code
- Sexual Violence and Misconduct Act
- Freedom of Information and Protection of Privacy Act