

1. Sexual Violence Policy

- Arora Trucking School is committed to providing its students with an educational environment free from sexual violence and treating its students who report incidents of sexual violence with dignity and respect.
- Arora Trucking School has adopted this Sexual Violence Policy, which defines sexual violence and outlines its training, reporting, investigative and disciplinary responses to complaints of sexual violence made by its students that have occurred on its campus, or at one of its events and involve its students.
- The person accused of engaging in sexual violence will be referred to as the “Respondent” and the person making the allegation as the “Complainant”.

2. Definition of Sexual Violence

Sexual violence means any sexual act or act targeting 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, sexual harassment, stalking, indecent exposure, voyeurism and sexual exploitation.

3. Training, Reporting and Responding to Sexual Violence

- Arora Trucking School will include a copy of the Sexual Violence Policy in every contract made between it and its students, and provide a copy of the Sexual Violence Policy to career college management (corporate directors, controlling shareholders, owners, partners, other persons who manage or direct the career college’s affairs, and their agents), instructors, staff, other employees and contractors and train them about the policy and its processes of reporting, investigating and responding to complaints of sexual violence involving its students. *Any company participating in offering student internships on their premises must provide an undertaking in writing that it is in compliance with all applicable legislation, including the Ontario Human Rights Code and the Occupational Health and Safety Act and will provide students access to those policies should they encounter issues relating to sexual violence in the workplace.

- The Sexual Violence Policy shall be published on its website (or where the Career College does not have a website in a conspicuous location on each of its campuses). Career college management, instructors, staff, other employees and contractors of Arora Trucking School will report incidents of or complaints of sexual violence to Manager at Arora Trucking School. (6476314410) upon becoming aware of them.
- Students who disclose their experience of sexual violence through reporting an incident of, making a complaint about, or accessing supports and services for sexual violence, will not be asked irrelevant questions during the investigation process by the private career college's staff or investigators, including irrelevant questions relating to the student's sexual expression or past sexual history.
- Students who have been affected by sexual violence or who need information about support services should contact Manager at Arora Trucking School (6476314410).
- Subject to Section 4 below, to the extent it is possible, Arora Trucking School will attempt to keep all personal information of persons involved in the investigation confidential except in those circumstances where it believes an individual is at imminent risk of self-harm, or of harming another, or there are reasonable grounds to believe that others on its campus or the broader community are at risk. This will be done by:
 - ensuring that all complaints/reports and information gathered as a result of the complaint/reports will be only available to those who need to know for purposes of investigation, implementing safety measures and other circumstances that arise from any given case; and
 - ensuring that the documentation is kept in a separate file from that of the Complainant/Student or the Respondent.
- Arora Trucking School. recognizes the right of the Complainant not to report an incident of or make a complaint about sexual violence or not request an investigation and not to participate in any investigation that may occur,

However, If students, in good faith, report an incident of, or make a complaint about, sexual violence, they will not be subject to discipline or sanctions for violations of the private career college's policies relating to drug or alcohol use at the time the alleged sexual violence occurred and
- Notwithstanding above, in certain circumstances, Arora Trucking School. may be required by law or its internal policies to initiate an internal investigation and/or inform police without the complainant's consent if it believes the safety of members of its campus or the broader community is at risk.

- In all cases, including above, Arora Trucking School. will appropriately accommodate the needs of its students who are affected by sexual violence. Students seeking accommodation should contact Manager at 6476314410.

In this regard, Arora Trucking School. will assist students who have experienced sexual violence in obtaining counselling and medical care, and provide them with information about sexual violence supports and services available in the community as set out in Appendix 1 attached hereto. Students are not required to file a formal complaint in order to access supports and services.

4. Investigating Reports of Sexual Violence

Under this Sexual Violence Policy, any student of Arora Trucking School may file a report of an incident or a complaint in writing to Manager at Arora Trucking School 201-1005 Wilton Grove Rd, London, ON, N6N1C9 or by email to aroratruckingschool@outlook.com

Upon receipt of a report of an incident or a complaint of alleged sexual violence being made, Manager will respond promptly and:

- Determine whether an investigation should proceed and if the Complainant wishes to participate in an investigation;
- Determine who should conduct the investigation having regard to the seriousness of the allegation and the parties involved;
- Determine whether the incident should be referred immediately to the police;

In such cases or where civil proceedings are commenced in respect of allegations of sexual violence, Arora Trucking School. may conduct its own independent investigation and make its own determination in accordance with its own policies and procedures; and

- Determine what interim measures ought to be put in place pending the investigation process such as removal of the Respondent or seeking alternate methods of providing necessary course studies.

Once an investigation is initiated, the following will occur:

- The Complainant and the Respondent will be advised that they may ask another person to be present throughout the investigation;
- interviewing the Complainant to ensure a complete understanding of the allegation and gathering additional information that may not have been included in the written complaint such as the date and time of the incident, the persons involved, the names of any person who witnessed the incident and a complete description of what occurred;
- informing and interviewing the Respondent of the complaint, providing details of the allegations and giving the Respondent an opportunity to respond to those allegations and to provide any witnesses the Respondent feels are essential to the investigation;
- interviewing any person involved or who has, or may have, knowledge of the incident and any identified witnesses;
- providing reasonable updates to the Complainant and the Respondent about the status of the investigation; and
- following the investigation, Manager will:
 - review all of the evidence collected during the investigation;
 - determine whether sexual violence occurred; and if so
 - determine what disciplinary action, if any, should be taken as set out in Section 5 below.

5. Disciplinary Measures

If it is determined by Arora Trucking School. that the Respondent did engage in sexual violence, immediate disciplinary or corrective action will be taken. This may include:

- disciplinary action up to and including termination of employment of instructors or staff; or
- expulsion of a student; and /or
- the placement of certain restrictions on the Respondent's ability to access certain premises or facilities; and/or
- any other actions that maybe appropriate in the circumstances.

6. Appeal

Should the Complainant or the Respondent not agree with the decision resulting from the investigation, he or she may appeal the decision to Satwinder Banocha within 2 days by submitting a letter addressed to Satwinder at Arora Trucking School, 201-1005 Wilton Grove Rd, London, ON, N6N1C9 or by email to aroratruckingschool@outlook.com advising of the person's intent to appeal the decision.

7. Making False Statements

- It is a violation of this Sexual Violence Policy for anyone to knowingly make a false complaint of sexual violence or to provide false information about a complaint.
- Individuals who violate this Sexual Violence Policy are subject to disciplinary and/or corrective action up to and including termination of employment of instructors or staff or expulsion of a student.

8. Reprisal

- It is a violation of this Sexual Violence Policy to retaliate or threaten to retaliate against a complainant who has brought forward a complaint of sexual violence, provided information related to a complaint, or otherwise been involved in the complaint investigation process.
- Individuals who violate the Sexual Violence Policy are subject to disciplinary and/or corrective action, up to and including termination of employment of instructors or staff or expulsion of a student.

9. Review

- Arora Trucking School shall ensure that student input is considered in the development of its Sexual Violence Policy and every time it is reviewed or amended.
- Arora Trucking School shall review its Sexual Violence Policy 3 years after it is first implemented and amend it where appropriate. The review date will be April 25, 2025.

10. Collection of Student Data

Arora Trucking School. shall collect and be prepared to provide upon request by the Superintendent of Private Career Colleges such data and information as required according to Subsections 32.3 (8), (9) and (10) of Schedule 5 of the Private Career Colleges Act, 2005 as amended.

Appendix 1

The following represents a list of Provincial Rape Crisis Centers that could be provided as resources:

Canadian Association of Sexual Assault Centres, Ontario Provincial

English

Assaulted Women's Helpline Toll Free: 1-866-863-0511

#SAFE (#7233) on Bell, Rogers, Fido or Telus mobile TTY: 416-364-8762

www.awhl.org

Français

Fem'aide

Telephone Toll-Free: 1-877-336-2433

ATS: 1 866860-7082

www.femaide.ca

Sexual Assault/Domestic Violence Treatment Centres

35 hospital-based centres that provide 24/7 emergency care to women. To locate the Sexual Assault/Domestic Violence Treatment Centre nearest you, follow this link.

Alliston, Barrie, Collingwood, Midland and Orillia

Huron Transition Homes operates La Maison Rosewood Shelter (Midland) & Athena's Sexual Assault Counselling and Advocacy Centre

24-Hour Crisis Line:

Barrie:705-737-2008 or1-800-987-0799

Midland:705-526-4211or1-800-461-175

Office:705-526-3221

www.huroniatransitionhomes.ca
Belleville

Sexual AssaultCentreforQuinteand District Toll-Free:1-877-544-6424

Office:613-967-6300

www.sacqd.com
Bracebridge

Muskoka/ParrySound Sexual AssaultServices

ParrySound District Office:

Office:(705)774-9083 or1-877-851-6662

Muskoka District Office:

Office:(705)646-2122 or1-877-406-1268

www.daphnewymn.com
Brantford

Sexual AssaultCentreofBrantford Crisis:519-751-3471

Office:519-751-1164

sexualassaultcentre@sacbrant.ca
<http://sacbrant.ca/>
Brockville

AssaultResponse&Care Centre

Office:(613)345-3881 or1-800-567-7415

arcc@bgh-on.ca
www.arc-c.ca

Chatham

Chatham-Kent Sexual Assault Crisis Centre 24-Hour Crisis Line: 519-354-8688
Office/TTY: 519-354-8908

<http://cksacc.org/>
Cornwall

Sexual Assault Support Services for Women Office: 613-932-1755

<http://sassforwomen.ca/>
Iethinistenha Women's Shelter Akwasasne Family Violence Program 24-
Hour Crisis: 1-800-480-4208

Phone: 613-937-4322

www.akwasasne.ca/iethinistenha-women's-shelter
Durham Region

Durham Rape Crisis Centre Crisis: 905-668-9200

Office: 905-444-9672

info@drcc.ca
www.drcc.ca
Eganville

Women's Sexual Assault Centre of Renfrew County 24-Hour Crisis: 1-800-663-
3060

Office: 613-735-5551

www.wsac.ca
Guelph

Guelph-Wellington Women in Crisis Crisis: 519-836-5710

1-800-265-7233

Office: 519-823-5806

www.gwwomenincrisis.org
Hamilton

Sexual AssaultCentre (Hamilton and Area) Crisis:(905)525-4162

Office(905)525-4573

TTY: 905-525-4592

www.sacha.ca

Kenora

KenoraSexual AssaultCentre

Crisis:(807)468-7233or1-800-565-6161

Office:(807)468-7958

www.kenoralsexualassaultcentre.com

Kingston

Sexual AssaultCentreKingston

Crisis:613-544-6424or1-877-544-6424

Office:613-545-0762

sack@sackingston.com

www.sackingston.com

Kitchener-Waterloo

Sexual AssaultSupport Centre ofWaterloo Region Crisis:519.741.8633

Office:519.571.0121

info@sascwr.org

www.kwsasc.org

London

Sexual AssaultCentreLondon Crisis:519-438-2272

Office 519-439-0844

TTY: 519-439-0690

sacl@sacl.ca

www.sacl.ca

London Abused Women's Centre Office: 519-432-2204

E-Mail: info@lawc.on.ca

<http://lawc.on.ca/>

Peel Region

Hope 24/7 (formerly the Sexual Assault/Rape Crisis Centre of Peel) Crisis: 1-800-810-0180

Office: (905) 792-0821

<http://hope247.ca/>

Newmarket

Women's Support Network of York Region Crisis: 1-800-263-6734 or 905-895-6734

Office: (905) 895-3646

www.womenssupportnetwork.ca

North Bay

Amelia Rising Women's Sexual Assault Centre of Nipissing / Centre d'aide aux victimes sexuelles de Nipissing

Crisis: 705-476-3355

Office: 705-840-2403

TTY: (705) 840-5877

info@ameliarising.ca

www.ameliarising.ca

Oakville

Sexual Assault & Violence Intervention Services of Halton Crisis: 905-875-1555 or 1-877-268-8416

Office: 905-825-3622

www.savisofhalton.org

Orangeville

FamilyTransitionPlace

Crisis:1-800-265-9178

Office:519-942-4122

www.familytransitionplace.ca
Ottawa

Sexual AssaultSupport Centre Crisis:613-234-2266

Phone: 613-725-2160

TTY: 613-725-1657

info@sascottawa.com
<http://sascottawa.com>
Ottawa Rape CrisisCentre Crisis:613-562-2333

Office:613-562-2334

<http://orcc.net/>
Peterborough&KawarthaKawartha Sexual AssaultCentre

Crisis:(705)741-0260 or1-866-298-7778

Office/TTY: (705)741-0260

www.kawarthasexualassaultcentre.com
YWCAPeterborough Haliburton Crisis:1-800-461-7656

Office:705.743.3526 x130

www.ywcapeterborough.org
SaultSteMarie

Women in Crisis(Algoma)Inc.

Crisis:705-759-1230or1-877-759-1230

www.womenincrisis.ca
Sarnia-Lambton

Sexual AssaultSurvivorsCentreSarnia-Lambton Crisis:519337-3320or1-888-231-0536

Office:(519)337-3154

www.sexualassaultsarnia.on.ca
Simcoe

Haldimand &NorfolkWomen'sService Crisis:1-800-265-8076

TTY: 1-800-815-6419

Office:519-426-8048

hnws@hnws.on.ca
www.hnws.on.ca
St.Catherines

NiagaraRegionSexual AssaultCentre Crisis: (905)682-4584

Office:(905)682-7258

carsa@sexualassaultniagara.org
<http://sexualassaultniagara.org/>
ThunderBay

ThunderBaySexual Assaultand Sexual Abuse Crisisand Counselling Centre

Office:(807)345-0894 or1-866-311-5927

tbcounselling@tbsasa.org
www.tbsasa.org
Timmins

Timmins andAreaWomen in Crisis Crisis:1-877-268-8380 (sexual assault)
Crisis:1-855-827-7233 (shelter)

Office:(705)268-8381

info@tawc.ca
<http://www.tawc.ca/>
Toronto

OasisCentredesFemmes Téléphone:416-591-6565

Courriel: services@oasisfemmes.org

<http://oasisfemmes.org/>

Toronto Rape CrisisCentre:MulticulturalWomenAgainstRape Crisis:416-597-8808

Office:416-597-1171

info@trccmwar.ca

crisis@trccmwar.ca

www.trccmwar.ca

Windsor

Sexual AssaultCrisisCentreofEssexCounty Crisis:519-253-9667

www.saccwindsor.net

Woodstock

Domestic Abuse Services Oxford

Crisis:519539-4811or1-800-265-1938

info@daso.ca

www.daso.ca

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