



Responding to sexual violence disclosures

A reference for employees at Coast Mountain College

Sexual violence can happen to anyone, anywhere.

At Coast Mountain College, we commit to creating and maintaining a learning and working environment characterized by mutual respect, civility, safety and free inquiry.

Safety is our priority and any form of sexual violence or misconduct is not tolerated.

Victims of sexual violence are treated with compassion, dignity and respect.

What to do if an employee or student discloses being a victim of sexual violence

A disclosure refers to someone sharing their experience of sexualize violence with you.

How you respond will have a significant impact on the survivor:

- Prioritize the safety of the person
- Believe the person and actively listen
- Provide immediate options and choices (seeking medical help, contacting the police, contacting a trusted friend or family member)
- Remember, you may help a person, but you may not make decisions or take action for them
- Offer to connect the person to resources, college or community supports
- Understand the importance of CONFIDENTIALITY and avoid asking too many questions
- Respect the person's choices and personal boundaries
- Avoid re-traumatizing – remain calm, responsive and compassionate

Confidentiality

Employees of Coast Mountain College are required to protect personal information and maintain confidentiality. Note that there are times when confidentiality may need to be broken if there is an imminent health or safety risk to the survivor or someone else.

- Collect and maintain a minimum amount of information in order to support the person and provide an appropriate response, usually referral to medical services, police, Employee Assistance Program (if a CMTN employee), or the Dean Student Success (if a student)
- Information should only be shared with, or accessed by, those who need the information to perform work related duties pertaining to the incident

Support for responders

If you have received a disclosure and have taken required steps to support the survivor, but feel you need additional support because of this, please reach out to the Employee Assistance Program for help.

Contact information

Dean of Student Success

Patricia Pryce

ppryce@coastmountaincollege.ca

1.877.277.2288 Ext. 5707

CMTN Employee Assistance Program

Founded in 1974, FSEAP is a national provider of employee assistance programs (EAP), employee and family assistance programs (EFAP), workplace health & wellness solutions.

fseap.ca

1-800-667-0993