

**Procedures for responding to student disclosures,
reports and complaints of sexual violence**

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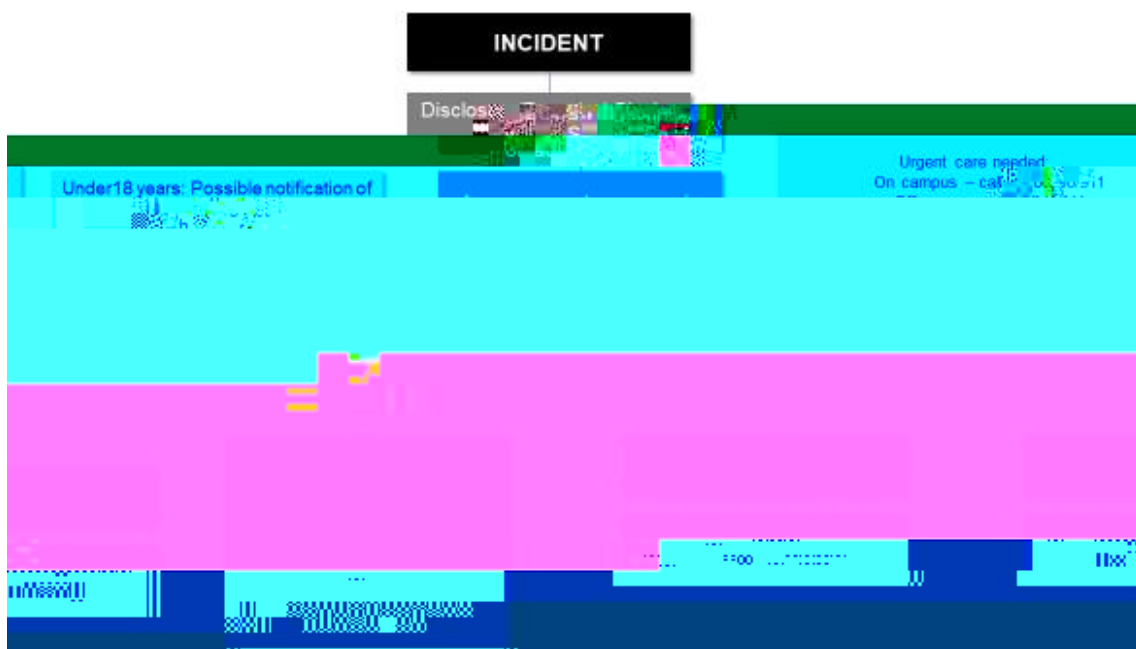
Procedures for responding to student disclosures, reports and complaints of sexual violence

1. Introduction

These procedures are designed to assist in the implementation of the *Policy on Sexual Violence*.

2. Students

Figure 1. Flowchart to assist students dealing with an incident of sexual violence.



The Single-Contact Service is the point of service for immediate and comprehensive response to disclosures and reports of sexual violence. The student will meet a Primary Contact Person who is a psychologist. Individuals who engage with the Primary Contact Person will receive non-judgmental and confidential support in a safe space.

2.1 Emergencies requiring immediate assistance

On Campus

Contact Campus Security Department:

Phone: (514) 931-8731, local 1000

Use one of the Emergency panels (identified with red signs), which are situated on each floor in every wing of the College.

In person: Security main desk 2E.14

If someone calls 911 from a campus phone, Security will be automatically notified of the call. If someone calls 911 from their cell phone, they are asked to please notify security immediately after.

Off Campus

Call 911.

For evidence collection and testing for sexually transmitted infections:

- Under 18 years: Montreal Children's Hospital Emergency Room
- 18 years and above: Montreal General Hospital Emergency Room

Contact the Montreal Sexual Assault Crisis Line: 514-933-9007

Call 811 (Info-Santé) for free and confidential medical consultation service.

2.2 Follow-up assistance

Contact the Single-Contact Service for students for confidential support, information and resources:

In person: Between 8:00 a.m. to 6:00 p.m., Monday through Friday, **Room 4E.2**

Online: Consulting the [Dawson College Sexual Violence Information](#) web page

Phone: (514) 931-8731 ext. **1112** (24 hours, 7 days a week). Callers will be able to leave a voicemail. The outgoing message will provide information and resources.

E-mail: SVRT@dawsoncollege.qc.ca (24 hours, 7 days a week). The outgoing message will provide information and resources.

The Student Primary Contact Person will reply to all inquiries, whether in person, by telephone or by e-mail. Options for accommodations and support will be reviewed and offered to the discloser within a **maximum of seven (7) days** after the initial contact by the discloser.

It is the Primary Contact Person's responsibility

to provide the Primary Contact

