

Sexual and Other Discriminatory Harassment

Purpose

All students are entitled to and KLC College is committed to providing a learning environment that is free from all forms of discrimination and conduct that can be considered harassing, coercive, or disruptive, including sexual harassment.

Policy

The College will not permit, condone or tolerate harassment of its students. No student will be required to tolerate harassment or fear any penalty for objecting to such harassment.

Actions, words, jokes, or comments based on an individual's sex, race, color, economic status, national origin, age, religion, mental or physical disability, medical condition, sexual orientation, marital status, veteran status, or any other legally protected characteristic will not be tolerated.

This policy applies equally to contractors and consultants, as well as students, applicants, agents, vendors and visitors. Sexual harassment or discrimination in any form by or against any such person is strictly prohibited and will not be tolerated.

Sexual Harassment

Sexual harassment is a form of misconduct, which undermines the integrity of the learning environment. No student should be subjected to unwelcome sexual overtones or conduct, whether visual, verbal, or physical conduct of a sexual nature.

Unwelcome sexual advances (either verbal or physical), requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when: (1) submission to such conduct is made either explicitly or implicitly a term of academic success (2) the conduct has the purpose or effect of interfering with student learning or creating an intimidating, hostile, or offensive learning environment.

This definition includes many forms of offensive behavior and includes gender-based harassment of a person of the same sex as the harasser. The following is a partial list of examples of sexual harassment:

- Unwelcome or offensive sexual advances, flirtations or propositions; requests or demands for sexual favors; sex-oriented "kidding" or "teasing".
- Unwelcome questions about a student's sexual interests, sexual orientation or sexual conduct.
- Making any statement or engaging in any conduct which explicitly or implicitly indicates that lack of cooperation of a sexual nature would in any way adversely affect any student's academic success.
- Making or threatening reprisals after a negative response to sexual advances.
- Visual conduct that includes leering, sexual gestures, or displaying of sexually suggestive objects, pictures, cartoons, posters or websites.
- Verbal or written conduct that includes making, using or writing sexual or gender-based comments, epithets, slurs, or jokes.
- Written or verbal abuse of a sexual nature, graphic verbal commentaries about an individual's body, sexual prowess or deficiencies, sexually degrading words used to describe an individual, or sexually suggestive or obscene letters, notes, invitations, e-mail or voice mail.
- Physical conduct including unwelcome, offensive or abusive touching or brushing against another's body.
- Invading personal privacy inside or outside the workplace, such as harassing telephone calls or voicemail, mail, e-mail messages, etc.
- Offensive or abusive leering, whistling, suggestive, insulting or obscene comments or gestures.

Other Discriminatory Harassment

Other forms of discriminatory harassment forbidden by this policy include verbal or physical conduct that denigrates, ridicules, insults or shows hostility or aversion toward an individual because of that person's race, colour, religion, national origin, economic situation, age, disability, or any other protected characteristic, and that has the purpose or effect of unreasonably interfering with an individual's learning environment.

The following is a partial list of unwelcome behavior, which will generally be considered discriminatory harassment.

- Comments or jokes that insult, ridicule, or offend based on race, colour, national origin, economic status, age, religion, mental or physical disability, medical condition, sexual orientation, marital status, veteran status, or any other legally protected characteristic will not be tolerated.
- Displaying words, objects, pictures, drawings or computer programs that insult, ridicule or offend based on race, colour, national origin, economic status, age, religion, mental or physical disability, medical condition, sexual orientation, marital status, veteran status, or any other legally protected characteristic.

Student Responsibility

All students are expected to comply with this policy.

Procedure in the Event of Sexual or Other Discriminatory Harassment

KLC College strongly encourages the reporting of all incidents of discriminatory harassment.

Any individual who experiences or witnesses sexual or other discriminatory harassment should take the following course of action:

- Tell the offending individual(s) to stop the behavior. State your objection to the action and the specific behavior to which you object. If this discussion does not resolve the problem, if you fear reprisals will result from such discussion, or if you feel uncomfortable confronting the harassing individual, then proceed immediately to the next step.
- Inform your program coordinator of the situation, or if the program coordinator is the harasser or if you feel uncomfortable telling your program coordinator, inform the Director of Operations or the Director, so that the matter can receive immediate attention and review.

All allegations of sexual or other discriminatory harassment will be thoroughly and objectively investigated. To the greatest extent possible and allowing for a fair investigation and any necessary corrective action, your confidentiality and that of any witnesses and the alleged harasser will be protected against unnecessary disclosure.

No individual will suffer any reprisals or retaliation for reporting any incidents of harassment or perceived harassment, for making any complaint of harassment or perceived harassment or for participating in any investigation of incidents of harassment or perceived harassment.

Retaliation is a serious violation of this policy and should be reported immediately.

Please direct any questions or concerns about this policy to your supervisor or the Director, who will be glad to discuss the matter fully and confidentially.

