

Responding to Student Disclosures of Sexual Violence Quick Reference Guide



Read the complete *Responding to Student Disclosures of Sexual Violence Guide* at ocadu.ca/student-disclosures

Your Role & Responsibility:

Faculty, staff and student peer leaders at OCAD University have a shared responsibility to:

- ▶ **Listen:** Ascertain safety
Listen without judgement
- ▶ **Inform:** Outline limits to confidentiality
- ▶ **Refer:** To Health & Wellness Centre for support

- Do not document the incident, or ask probing questions.
- Be careful about physical contact. Only make limited physical contact with consent.
- Don't push the survivor into taking a specific action, take control or make any decisions for them.

OCAD U's primary contact for student survivors: Health & Wellness Centre

416-977-6000, Ext. 260
hwc@ocadu.ca
ocadu.ca/hwc
6th Floor, 230 Richmond St. W.
Monday to Friday, 9 a.m. to 4 p.m.
Urgent same-day appointments are available.

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Ascertain Safety

Ask, "Are you safe now?"

If the survivor — or anyone on campus — is at immediate risk of harm:
Contact OCAD U Safety & Security Services Emergency Line:
416-977-6000, Ext. 511
(or pick up any red phone)

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Inform Survivor of Limits to Confidentiality

Let the survivor know that everything remains confidential unless you become concerned for their safety, or the safety of others. If this happens, you have a duty to talk to OCAD U's Health & Wellness Centre or Safety & Security. If the survivor doesn't wish to continue, skip to step 4.

3

Listen Without Judgement

DO

- Provide your complete attention
- Believe the survivor
- Take the disclosure seriously
- Listen actively

DO NOT

- Be dismissive or overreact
- Ask for details
- Ask "why" questions
- Insult the perpetrator

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Discuss & Refer to Appropriate Support Resources

- **Inform** the survivor that OCAD U has a policy on sexual violence, takes disclosures seriously, and that supports, resources and information are available to them.
- **Let them know** that the Health & Wellness Centre (416-977-6000, Ext. 260) is the primary resource for providing students with accommodations, support, referrals, and assistance reporting or filing a formal complaint through policy.
- **Let the survivor know** about the *Survivor's Guide* at ocadu.ca/survivorsguide containing information about support available on campus and in the community, and reporting options.
- **Offer to** connect the survivor with Health & Wellness. If they say no, ask if you may have their consent to have someone from Health & Wellness contact them.

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Follow Up & Take Care of Yourself

- **Take your cues from the survivor;** don't change your behaviour towards them.
- **Notice the signs of distress** and communicate these to the student (see the *Guide to Supporting Students in Distress*).
- **If they bring up the situation again,** continue to follow these protocols and encourage them to seek support through the Health & Wellness Centre.
- **Remember to take care of yourself.** Supporting a survivor can be difficult. Seek support from your colleagues or your supervisor (without revealing disclosure details).

Additional support for yourself: Student Peers: Health & Wellness Centre ocadu.ca/hwc, 416-977-6000 Ext. 260
Faculty & Staff: Employee Assistance Program: ocadu.ca/employee-well-being