

Sexual Assault - Receiving a Disclosure Chart for Employees



INTRODUCTION

I appreciate you telling me this, I want to make sure that I help you in the best way I can. Before you tell me anything else, I want to let you know that, as an Algonquin College employee, I am obligated to report all disclosures of sexual violence. The report is confidential. Security Services will contact you to determine your wishes regarding formal reporting. You will not be required to do anything that is not your choice and confidentiality is assured.

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DO YOU NEED ANY EMERGENCY SERVICES?

Ottawa Hospital-Civic Campus
24/7 Sexual Assault and Partner Abuse Program
613-798-5555 ext. 13770

Algonquin College Security Services
Available 24/7
Emergency:
613-727-4723 ext. 5000
Non-Emergency:
613-727-4723 ext. 5010

Ottawa Emergency Services
Emergency: 911
Non-Emergency:
613-230-6211

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There are many great services in Ottawa, on and off campus, that are able to support you. You can decide later if you wish to pursue formal reporting. Would you like to speak with someone?

NO

WOULD YOU LIKE TO MAKE AN ANONYMOUS REPORT TO SECURITY SERVICES?

YES

YES

NO

ON CAMPUS

- Counselling Services
613-727-4723 ext. 7222
- Health Services
613-727-4723 ext. 7300

OFF CAMPUS

- The Ottawa Rape Crisis Centre
24/7 Crisis Line 613-562-2333
- The Sexual Assault Support Centre of Ottawa
24/7 Crisis Line 613-234-2266
- Ottawa Hospital-Civic Campus-Sexual Assault and Partner Abuse Program
613-798-5555 ext. 13770
- The Assaulted Women's Helpline
613-234-2266

You can contact the following to make an anonymous report:
[algonquincollege.com/safety-security-services/sexual-assaultviolence-reporting](https://www.algonquincollege.com/safety-security-services/sexual-assaultviolence-reporting)
Or 613-727-4723 ext. 5010

That is okay, you do not have to. Please know there are services available to you, some are even available 24/7. You can always ask for help later. (Provide resource list, available at [algonquincollege.com/projectlighthouse.](https://www.algonquincollege.com/projectlighthouse))

Additional information regarding support services can be found in the Sexual Assault / Sexual Violence Policy
<https://www.algonquincollege.com/policies/files/2019/03/SA16.pdf>

PLEASE AVOID:

- Writing information down
- Asking who/what/where/when/why
- Saying "I think you should..." or "You need to..."

ALL DISCLOSURES THAT ARE REPORTED TO ON-CAMPUS SUPPORTS MUST BE REPORTED TO SECURITY SERVICES IN PERSON OR BY CALLING 613-727-4723 EXT. 5010.