



Sexual Assault Policy

Lutheran Theological Seminary

1. Purpose

Lutheran Theological Seminary (LTS) is committed to promoting a safe education and working environment for its students, faculty, staff, and visitors. As such, LTS will strive to prevent sexual assaults through the regular dissemination of educational material and/or training programs to students, faculty, and staff. LTS encourages students, faculty, and staff to review policies, programs, and services with the college community designed to promote a safe environment. Specifically, in the context of an instance of sexual assault or an alleged sexual assault, LTS is committed to providing support to individuals involved, and to ensure the safety of the LTS campus. This policy does not serve an adjudicative function. LTS will not adjudicate instances of sexual assault but will provide individuals with appropriate resources and assistance for reporting, receiving support, and ensuring the well-being of all involved.

This policy does not discourage or prevent someone from pursuing a complaint with the Saskatchewan Human Rights Commission and/or Occupational Health and Safety. Further, this policy is not intended to prevent individuals from availing themselves of other legal options, including civil or criminal proceedings.

Nothing in this policy prevents LTS from applying other LTS policies and processes pursuant to discipline or pursuing legal remedies in its own capacity.

For an understanding of what constitutes sexual assault, please see <https://students.usask.ca/essentials/safety/sexual-assault.php#Gethelp>

2. Scope

This policy applies to all members of the LTS community, and to all activities related to LTS business.

3. Key Objectives

LTS' response to incidents of sexual assault has the following key objectives:

- a. To provide appropriate assistance and support to members of the LTS community who are impacted by sexual assault
- b. To take reasonable steps to address and prevent risk to members of the LTS community.
- c. To provide guidelines followed by LTS officials for handling reports of sexual assault.
- d. In cases of immediate sexual assault, LTS will contact the police when required by law, while respecting that individuals have the right not to cooperate with the police and to protect their anonymity. LTS reserves the right to contact the police in all matters of sexual assault.

4. Confidentiality

- a. In all instances LTS will seek to protect an individual's confidentiality with respect to an instance of sexual assault, except where disclosure is required by law.

Confidentiality cannot be assured where there is an imminent risk of self-harm, or risk of harm to another. LTS has an obligation to ensure that it provides a safe environment to all members of the LTS community and may need to take action in order to prevent further harm. In such instances LTS will take all appropriate steps to ensure that information is not shared more broadly than is required in the interests of safety.

- b. Nothing in this section is intended to prevent any individual from discussing their experience, reporting an incident, or voicing concerns about alleged sexual assault or sexual misconduct.

5. Procedures for Responding to Sexual Assault

- a. In the instance of a recent incident of sexual assault, as soon as possible after an incident occurs, an individual impacted by a sexual assault, or an LTS community member becoming aware of the sexual assault, should call the following:
 - 911 (in the case of a recent sexual assault);
 - Campus Safety ((306) 966-5555) and/or Saskatoon Police Services (306)975-8300;
 - The Academic Dean

If 911/Saskatoon Police Services have been called, inform the Academic Dean.

- b. Upon being made aware of a recent incident of sexual assault, the Academic Dean will:
 - i. Assess the situation for potential safety risk to the individual impacted by sexual assault, and the LTS community.
 - ii. Assess the medical condition of the individual impacted by the sexual assault and engage appropriate authorities/emergency medical assistance as required;
 - iii. Coordinate the voluntary participation in medical treatment (if desired by the individual impacted by an incident of sexual assault) and support the individual through the Saskatoon Sexual Assault & Information Centre.
 - iv. Provide appropriate support and resource information to the impacted individual;
 - v. Provide information (written if available) about medical, counselling and agency support. Contact the President.
- c. The President will:
 1. Coordinate the security response and address any safety issues that arise.
 2. If police are called, confer with the Saskatoon Police Service when they arrive on campus.
 3. Coordinate follow-up procedures when appropriate with students, faculty and staff who may have been involved and have them complete incident reports where applicable
 4. Advise the Sexual Harassment Officer, as an appropriate resource.
 5. Confer with the Academic Dean about calling the impacted individual's emergency contact person if the impacted individual is injured and taken to the hospital.

6. Case Management

- a. In response to an incident involving LTS students, the Academic Dean will:
 - i. Provide case management for the file.
 - ii. Act as lead coordinator on the sexual assault case, dealing with the President and the Harassment Officer and relevant authorities.
 - iii. In conjunction with the President and Harassment Officer, provide support and education to the LTS community as required around issues related to an incident, sexual assault policy/procedures and general information on sexual assault.
 - iv. Address any educational or internal modifications necessary to ensure the well-being of all involved.

- b. General responsibilities of the Academic Dean under this policy:
 - i. Provide education to the LTS students on sexual assault policy/procedures and sexual assault at the beginning of each academic year.
 - ii. Provide education on external resources and individual rights to individuals/the community at the beginning of each academic year.
 - iii. Maintain relevant records for LTS pertaining to cases of sexual assault.
 - iv. Where appropriate provide the LTS Faculty and Staff with updates regarding court dates, and decisions.
 - v. Provide information and/or training related to new issues arising in the field of sexual assault to Faculty and Staff involved in responding to sexual assaults.

7. Support Services/Resources

The following are some examples of internal and external supportive services for students, faculty and staff involved in cases of sexual assault.

- Saskatoon Police Services (306) 975-8300 (non-emergencies)
www.police.saskatoon.sk.ca
- Saskatoon Sexual Assault & Information Centre (306) 244-2294
www.saskatoonsexualassaultcentre.com 201-506 25th St East
- Saskatoon Crisis Intervention Service: helpline (306) 933-6200
- Saskatoon Victim Services (306) 933-5173
- Saskatoon Public Prosecution Services (306) 975-5471
- LTS Harassment Officer
- Christian Counsellors in Saskatoon (list)
<https://www.theravive.com/cities/sk/christian-counselling-saskatoon.aspx>

8. Options

- a. Without making any determination of the guilt/innocence of any party involved in an allegation of sexual assault, LTS may take all reasonable steps to maintain the safety and security of the LTS community, including the following:
 - i. issue a campus wide or selected ban from campus related activities;
 - ii. limit an individual's access to campus and/or LTS facilities;
 - iii. modify the duties, class assignment of individuals;
 - iv. modify the educational opportunities for a student;

- v. require 'no contact' between parties involved;
- vi. such other reasonable and appropriate measures as may be required.

9. Policy Review

The Policy is submitted in recognition that its perspective may be relative to a set of perceived needs in the present; that actual application may point out adjustments and inconsistencies. The Academic Dean, and/or others involved in the application of this policy may recommend changes to the Policy. Changes to the Policy shall be subject to the approval of the LTS Board of Governors.

10. For further information, please contact:

Seminary President	William Harrison	306-715-3497
Seminary Academic Dean	Gordon Jensen	306-717-1930
Seminary Harassment Officer	Alma Wiebe	306-933-3933

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