GAP GENERAL ADMINISTRATIVE PROCEDURES

SECTION:	100 PUPILS
GAP NUMBER:	108.00
SUBJECT:	CHILD IN NEED OF PROTECTION ORTING PROCEDURE
REFERENCE:	Policy4.14: Freedom of Information and Protection of Privacy
	Policy <u>08.72</u>
	Policy <u>34.00</u> Indigenous Education
	Policy <u>39.00</u> Keeping Children Safe: Duty to Report
	GAP <u>131.00</u> IndigenousEducation
	GAP <u>115.00</u> Anti-Human Trafficking Protocol
EFFECTIVE:	September 01, 1991

occurrence.

A full definition of a child in need of protection MESA) is contained in Appendix I.

1.2 DUTY TO REPORT

Section 125 (1) of th<u>e Child, Youth and Family Services Act</u> (2017) ded, 2021) provides direction for reporting a child in need of protection to a Children's Aid Sodiaty is includes a childrat is or may be suffering from abuse or neglect by a caregiver, or by a person having charge of the design dependent who has reasonable grounds to suspect that a child is "in need of protection" shall immediately report the suspicion and the informatin upon which it is based to a Children's Aid Society. This duty to report applies to all employees, coaches and trainers, volunteers, and parents/guardians of the:Board

- A person must report any additional disclosures, concernsuspicions of a child in need of protection even if that person has reported previous information about the same child and family. (CYFSA s.125)(2)
- x The duty to report cannot be delegated. The person holding the suspicion of a child in need of protection is personally obligated to report CYFSA s.125(3))
- x For students residing in Peel, staff report to Peel Children's Aid Society
- x For students in Dufferin County, reports will be made to **<u>Eheferin Child and Family</u>** <u>Services</u> Foraddressesandphonenumbersof these agencies, please <u>AppendixII</u>.

1.3 REASONABLE GROUNDS

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with reasonable grounds to suspetiblat a child is in need of protection as the opportunity to report to the appropriate CAS without delay. This step shall not delay the statutory responsibility on the person having reasonable grounds to suspect that a child is in need of protection to immediately report to the CAS.

- 5.4 <u>Step 2 Contact CAS</u>Telephone contact with CAS should occur as soon as there is suspicion of a child or youth inneed of protection. This allows the CAS sufficient time to intervente.person reporting to CAS isequired to follow the procedure below when making the report
 - x This telephone contact requires access to a private space to ensure confidentiality
 - x Have access to the student's identifying information (e.g., Student Index @ard) o making the call
 - x Provide only factual informatioregarding the suspicion or concern and refrain from opinions or bias Provide times and dates if applicable. Share first hand observations, what was seen and heard directly by the reporting person.
 - x Review the considerations for equitable and culturall propertive responses in section 4 of this GAP
 - x Be prepared to give identifying information (i.e., the name and position of the person who is reporting, telephone contact information of the school or DPCBBB name of student, date of birth, address, etc.)Note that CAS cannot guarantee that they will keep the reporter's information confidential.

Contact information for the Children's Aid Societies is in Appendix II.

- 5.5 <u>Step 3: Completithe Child in Need of Protection Rep</u>db PCDS Staff who report to CAS will complete the Child in Need of Protection For <u>OFF 031E</u> In completing the form, staff must:
 - x Ensure that the contact information of the CAS screener is recorded on GF 031, *andtels* any recommendations from CAS.
 - x Forwardthe form to the school principal or their designation signature and processing. The administrator will forward the original copy to the Chief Social Worker.
 - x In the event that member of Support Services Personnel is reporting to CAS on a student that they are actively supporting, they will keep a copy of the form in the student's clinical file.
 - x Complete the Child in Need of Protection Report (GF 03eVE) if the CAS screener indicates that a report is not required because it does not constitute a protection concern. Staff will document this on the Child in Need of Protectu6oeort (GF0,31Et)e siSed b the scool audi(ni)+i8t6a(a)8.41 (t)0.7 (,r)]TJ 0 Tc 0 Tw-53178 0 Td ()Tj -0.002 Tw 0.224 0 Td [(t)1.7 h(e)-4.8 (po)-3 (r) usense the amtatrs(a)-7.3 warepo(t)1.7 h(e)-476 (cs)-326 (a)-1.9 (I(t)1.6 po)-3 (C)-2.5 (AS(a)-7.3 ndn)-5

may requesthe reporter's identifying information and a formal report

5.8 Whenthere is a disclosure that involves "peter-peer" sexualassaultmisconduct(i.e., not by a caregiver) and there is a differential in power in the relationship between pters, the sexual assault must be reported to the CAS

- 6.5 When a child is suspected to be in need of protection and thild has differing bilities (i.e., Autism Spectrum Disorder, developmental delay, deatifys the responsibility of the CASP oliceto obtain assistance from specialized community staff prior to and/or during the interview with the studenthe school The principal/designateshall ensure that appropriate information concerning the student's differing communication needs an shared with this community staff or other appropriate supposet vices Refer to <u>GAP 529.0</u> for the police protocol.
- 6.6 Principals shall consult with the Family of Schocksuperintendentor the Chief Social Worker as appropriate.

7.0 STAFFRAINING

- 7.1 Schoolprincipals and other system leaders will ensthrat:
 - i. Each September, at a staff meeting, sachool personnel including parent/guardian and community volunteers are made aware of and understand the relevant sections of the GMESArticularly the requirements to report suspected cases of a child in needodection.
 - ii. Principalsare encouraged tonvolveschoolsocialworkersandother support servicespersonnel when in-servicing school personnel at staffeetings A Duty to Report Modules available in the Support Services SharePoint Site

7.2 Family of Schools' Superintendents will ensthraat:

i. Schooladministratorsreceivea yearlyin-servicewith regard to the CYFS Regislation and this General Administrative Procedure.

7.3 The Superintendent of Special Education and Learning Services wille that:

i. In consultation with the Chief of Social Work, a letter to every parent and guardian is issued through the schoolat the beginning of each schoolayr regarding Duty to Report.

APPENDIX I

DEFINITION OF A "CHILD IN NOEDROTECTION"

The specific wording of the Ontartchild, Youth and Family Services, **201**7, as amended(CYFSAc) oncerning a child in need of protection4((2)) is as follows:

Child in need of protection

- 74. (2) A child is in need of protection where,
 - (a) the child has suffered physical harm, inflicted by the person having charge of the child or caused by or resulting from that person's,
 - (i) failure to adequately care for, provide for, supervise or protect the child, or
 - (ii) pattern of neglect in caring for, providing for, supervising or protecting the child;
- (b) there is a risk that the child is likely to suffer physical harm inflicted by the person having charge of the child or caused by or resulting from that person's,
 - (i) failure to adequately care for, provide for, supervise or protect the child, or
 - (ii) pattern of neglect in caring for, providing for, supervising or protecting the child;
- (c) the child has been sexually abused or sexually exploited, by the person having charge of the child or by another person where the person having charge of the child knows or should know of the possibility of **sexual** sexual exploitation and fails to protect the child;
- (d) there is a risk that the child is likely to be sexually abused or sexually exploited as described in clause (c);
 - (d.1) the child has been sexually exploited as a result of being subjectbiddsex trafficking;
 - (d.2) there is a risk that the child is likely to be sexually exploited as a result of being subjected to child sex trafficking;
- (e) the child requires treatment to cure, prevent or alleviate physical harm or suffering and the **pailers** or the person having charge of the child does not provide the treatment or access to the treatment, or, where the child is incapable of consenting to the treatment under **H** alth Care Consent Act, 1996d the parent is a substitute decisiormaker for the child, the parent refuses or is unavailable or unable to consent to the treatment on the child's behalf;
- (f) the child has suffered emotional harm, demonstrated by serious,
 - (i) anxiety,
 - (ii) depression,
 - (iii) withdrawal,
 - (iv) selfdestructive or aggressive behaviour, or
 - (v) delayed development,
 - and there are reasonable grounds to believe that the emotional harm suffered by the child results from the actions, failure to act or pattern of neglect on the part of the child's parent or the person having charge of the child;

(g) the child has suffered emotional harm of the kind described in subclause (f) (i), (ii), (iii), (iv) or (v) and the child'

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<u>APPENDIX</u> II

HOW TO CONTACT YOUR LOCAL CHILDRESNOSCIATION

A) <u>Peel Children's Ai</u>society <u>https://www.peelcas.org</u>/

25 Capston Drive