



POLICY SECTION: SCHOOLS
SUB-SECTION:
POLICY NAME: SUSPECTED CHILD ABUSE REPORTING
POLICY NO: S. 17

Date Approved: November 14, 2007	Date of Next Review: September 2021	Dates of Amendments: September 2016
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Cross References:

S.S. 04 Access to Students in Schools

Child and Family Services Act

TCDSB: Child Abuse, Procedures for the Identification and Reporting of Suspected Child Abuse and Neglect, 3rd edition

Appendices:

Procedures for the Investigation and Reporting of Child Abuse—Manual
Record of suspected Child Abuse—Form
Student is Apprehended Without a Warrant—Form

Purpose:

To assist the TCDSB with its responsibility to communicate employees' legal requirement and ethical obligation to report suspected child abuse.

Scope and Responsibility:

This policy applies to all members of the TCDSB community. The Director is responsible for this policy with the support of Special Services.

Alignment with MYSP:

Living Our Catholic values

Strengthening Public Confidence

Fostering Student Achievement and Well-Being



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Policy:

The Toronto Catholic District School Board is committed to the Board's mission of providing a safe and welcoming learning environment that is an example of Christian Community. This mission is affirmed in TCDSB policies. Every member of this community - student, teacher, parent/guardian, support staff, trustee, parish priest or others while on TCDSB property and at TCDSB sponsored events – is governed by the policies of the TCDSB and shares in the responsibility for creating an environment that is safe, harmonious and respectful.

It is the policy of the Toronto Catholic District School Board that employees shall comply fully with the *Child and Family Services Act* and report forthwith any suspicion of child abuse or neglect of pupils of the Board directly to a Children's Aid Society.

Regulations:

1. The Board shall ensure that employees are aware of **the legal requirement and ethical obligation to report suspected child abuse.**
2. All employees **are required to review the TCDSB media clip regarding Suspected Child Abuse and Neglect on an annual school year basis.**
3. The dignity and privacy of the child will be respected in all circumstances.
4. Employees shall cooperate with the Investigative Team of Children's Aid workers and police.
5. Appropriate documentation shall be maintained by employees who receive a disclosure and those who report suspected child abuse.



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6. Reporting procedures have been developed for the situation when the alleged abuser is a Board employee. Under no circumstances shall the implicated staff member be contacted regarding allegations or disclosures until specific instructions are received from the Investigative Team.
7. Upon notice of an allegation of abuse against an employee of the Board, which the Director (or Designate) believes is serious, the Director shall remove the employee from direct unsupervised contact with students.
8. A manual detailing guidelines and procedures to be followed for the identification and reporting of suspected child abuse and neglect has been developed under the auspices of the Director and is available to all employees.

APPENDIX A



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Definitions:

Child Abuse

For the purposes of this policy, child abuse is any form of physical harm, emotional deprivation, neglect or sexual mistreatment which can result in injury or psychological damage to a child.

Evaluation and Metrics:

The effectiveness of the policy will be determined by measuring the following:

- **The percentage of staff that have reviewed the TCDSB Reporting Suspected Child Abuse media clip during each school year;**
- **The percentage of TCDSB schools that have engaged in a presentation regarding reporting suspected child abuse during each school year;**
- **Feedback from the Toronto Catholic Children’s Aid Society and other Toronto Child Protection agencies.**