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<b>Policy Section:</b>	<b>Safety</b>
<b>Policy Title:</b>	<b>Reporting Child Abuse</b>
<b>Policy Number:</b>	<b>RCJTC P.03.15</b>
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## **15. REPORTING CHILD ABUSE**

- 15.1** Every school board employee/representative including a school volunteer who has reasonable grounds to suspect a child under the age of 16 (or a child between 16 and 18 who is a ward of the C.A.S.) is in need of protection (suffering abuse) has a duty to forthwith (immediately) report the suspicion and the information it is based on to the Renfrew County Family and Children's Services (613-735-6866).
- 15.2** Every school board employee/representative including a school volunteer who has reasonable grounds to suspect a student over the age of 16 is in need of protection (suffering abuse) has a duty to forthwith (IMMEDIATELY) report the suspicion and the information it is based on to appropriate Police Services.
- 15.3** Every person who has reasonable grounds to suspect that a child is or may be in need of protection must make the report directly to the Renfrew County Family and Children's Services and must not rely on anyone else to report on his or her behalf.
- 15.4** The duty to report cannot be delegated to, or assumed by anyone else, including a principal, vice principal, professional support staff member or senior administrator. The individual may request the presence of any of these staff members while making the report to the Renfrew County Family and Children's Services.
- 15.5** No action for making a report about suspected child abuse or neglect shall be instituted against the person making the report, unless the person acted maliciously or without reasonable grounds for the suspicion.
- 15.6** The duty to report is an ongoing obligation. If a person has made a report about a child to the Renfrew County Family and Children's Services and has additional reasonable grounds to suspect that the child is or may be in need of protection, that person must make a further report to the Renfrew County Family and Children's Services.
- 15.7** Persons reporting the suspected child abuse or neglect must not probe for evidence or conduct an investigation regarding the suspicion or disclosure about child abuse. Persons should question

the child only to clarify the nature of the complaint.

- 15.8** It is not the reporting person's responsibility to prove the validity of a suspicion or a disclosure. The reporting person must avoid interfering with the investigative process. The social workers at the Renfrew County Family and Children's Services will evaluate each situation individually to determine if a child is in need of protection, and if so, how to best protect the child.
- 15.9** Consultation with the Renfrew County Family and Children's Services is available if a person is unsure whether the circumstances constitute "reasonable grounds to suspect", and therefore, whether or not a report should be made. In such consultation, the person would introduce themselves and explain the situation without giving names or other identifying data about the child. The person can receive expert advice without making a referral or requiring any follow up by the Renfrew County Family and Children's Services.

#### **Related RCJTC Administrative Procedures**

AP.03.15      Reporting Child Abuse

#### **Related RCJTC Forms**

F.03.15      Referral to Family & Children's Services