

Stage Door Conservatory Child Abuse Policy and Reporting Procedures

Legislated Reporting Requirements

The following requirements are outlined in the Child and Family Services Act

Responsibility to report a child in need of protection

If a person has reasonable grounds to suspect that a child is or may be in need of protection, as defined by the Act, the person must promptly report the suspicion and the information on which it is based to Children's Protective Services.

Persons must report directly Children's Protective Services (CPS)

The person who has the reasonable grounds to suspect that a child may be in need of protection must make the report directly to CPS. The person must not rely on anyone else to report on his or her behalf.

What are "reasonable grounds to suspect"?

You do not need to be sure that a child is or may be in need of protection to make a report to CPS. "Reasonable grounds" are what an average person, given his or her training, background and experience, exercising normal and honest judgment, would suspect.

Procedure for Reporting Child Abuse

If a staff member suspects that a child is in need of protection, they are to immediately notify the Camp Director to discuss the circumstances. The Camp Director will provide guidance and support to staff. The staff member who suspects the abuse will document all suspicions and contact the local Family and Children's Services directly him or herself, with the knowledge and support of the Camp Director. Following the report to Family and Children's Services, a serious occurrence report must be completed.