

PROTOCOL FOR STAFF OF TURTLE MOUNTAIN SCHOOL DIVISION CONCERNING CHILD PROTECTION AND CHILD ABUSE DISCLOSURE

Please Note:

When a child discloses, or if an incident is reported, you are not obliged to determine the accuracy of the information. Steps must be taken immediately to meet legal responsibilities and support the child.

Steps to follow when a disclosure has been made

Ensure safety of students involved.

- ❖ Find a safe location for both victims and perpetrators.
- ❖ At this time there will be no questioning of the perpetrator(s) or the victim(s). They both will be informed of their rights to adult counsel of their choice. i.e. parents, guardians, teacher, relative.
- ❖ Thank the victim for telling you and reassure them that they are safe.
- ❖ Tell the child that help is needed to deal with the problem and that you will get the help.
- ❖ Tell the child that you will be available for support.

Report the disclosure to the administration, who will then report and/or request that you report to the following:

- ❖ Child and Family Services Agency with specific information regarding the incident*
- ❖ Police with specific information*
- ❖ If parent or guardian is not involved in incident then general information is given regarding the incident. (Child and Family Services will also be contacting the parents.)
- ❖ Classroom teachers and/or student services teachers, to give general information and to the teacher assistant if considered necessary at this time.
- ❖ School Counselor, Superintendent, and Coordinator of Student Services with specific information regarding the incident.

*** The adult bringing the disclosure forward to administration has the legal obligation to ensure it is forwarded to Child and Family Services and/or R.C.M.P.**

Protocol for Child Protection and Child Abuse Disclosure

All persons must respect the **confidentiality** of the matter.

Administration will stay in touch with Child and Family Services and/or R.C.M.P. during the investigation. Appropriate information will be provided to the above mentioned.

Long-Term Supports Following Investigation:

- ❖ All recommendations or decisions made by school authorities regarding follow up measures will be carried out in consultation between R.C.M.P., Child and Family Services, and their parents.

Long-Term supports will include:

- ❖ R.C.M.P./ Child and family services follow-up re investigation
- ❖ School may establish a safety plan, if deemed necessary.
- ❖ General information may be given to the entire staff (teachers, instructional assistants, support staff, and bus drivers)
- ❖ Specific staff follow-up for teachers, instructional assistants and student service personnel who are directly involved with the victim(s) and/or perpetrator(s), as well as administration, superintendent, coordinator of student services, counselor and the bus driver will be provided by Child and Family Services and the R.C.M.P., if necessary.
- ❖ Counseling for both victim(s) and perpetrator(s).
- ❖ Parental follow-up by the school to periodically check on the well being of both victim(s) and perpetrator(s).
- ❖ Probation Services and Justice Committee may be involved.

Additional Supports

- ❖ School administration should ensure that Personal Safety Programs are reviewed each year in individual classrooms.
- ❖ All schools should follow the **Guideline for Registration of Students in Care of Child Welfare Agencies** to help ensure that the special needs of students are met in a safe, secure, and growth promoting learning environment. (October 1997, Manitoba Children and Youth Secretariat, and Manitoba Justice.)