

VULNERABLE SECTOR POLICY

Abuse Prevention Training

How to Report (see policy for more details)

1. Report suspected abuse to the appropriate authorities (Children's Aid or the Police) immediately. See phone numbers on attached PDF.
2. Notify your supervisor, the Artistic Director, Managing Director, Board Chair, or other Board member, whomever you deem most appropriate.
3. Take immediate steps to ensure that the vulnerable person is safe.
4. The Children's Aid Society (or similar vulnerable person protection agency) will be contacted (even if the circumstances are uncertain, it is prudent to contact the Children's Aid Society for consultation) and the following information should be documented. Use the attached form as a guide:
 - Type of abuse suspected.
 - If physical, documented on chart the location, approximate size (relate size to coin) and colour of marks.
 - Name, address, birth date, telephone number of child. Make sure to document any comments the child might have concerning the marks and also the child's condition at the time of the report.
 - The name and telephone number of the individual suspected of abuse and where they can be located. If individual suspected of abuse is not the parent, then the name, telephone number and parent's location is to be given. It is important to let the agency know how to approach these parents.
 - If the decision to report was made after talking to the parents, then document where the incident occurred and any other information you might have.
 - If this is not the first incident of concern, have other reports available for reference.
 - If any other person or agency has been involved with the child, have the name and telephone number available
 - When calling the Children's Aid Society, be prepared to give your full name, professional title, and the name of the organization you are representing.
5. Once the necessary authorities have been contacted, you no longer need to pursue the matter. Further investigation will be left to the authorities.

What to do for Minor Incidents

1. Record, in writing, all details related to the incidents, including date, time, observation, people involved, and your name.
2. Monitor the situation and update the record as appropriate. This documentation continues until the situation is judged severe enough to warrant further action or until suspicions are allayed.
3. Report if the evidence persists or escalates to a severe case.

Supplementary Video

Please watch the following 7 minute video from the Toronto Catholic Children's Aid Society:

<https://www.youtube.com/watch?v=02uyncwX0uE&feature=youtu.be>

Supplementary Reading

Please read over the attached PDF "Speak Up For Kids".

SUSPECTED CHILD ABUSE REPORTING FORM
CONFIDENTIAL WHEN COMPLETED

Reminder:

- The person who suspects abuse/received the disclosure must make the call to authorities themselves
- Document the facts only and do not include your personal feelings about the incident or opinions about what may have happened
- Fill out this form every time you have reason to suspect abuse has occurred (even if you only made a consultation call to Children's Aid Society or other protection service)
- If a mistake is made, do not use white out but rather, cross it out, initial it and continue writing
- If a child is in immediate danger, contact your supervisor immediately to discuss if calling the police is required
- Submitted as the original document. Do not re-write your documentation.
- Signed, dated, and placed in a sealed envelope

Date Form Completed: _____

Name of Musical Stage show or program: _____

VULNERBALE PERSON'S INFORMATION

Name: _____ Male Female Other

Age: _____ Date of Birth: _____

Address: _____

City/Province _____ Postal Code _____

Phone #: _____

Name of Parent/Guardian: _____

Relationship to Child: _____

Reason for this Report:

Suspicion of abuse

Child disclosure

Allegation of abuse against a MSC staff

Please use facts only and bullet point form when completing the following questions:

Describe fully the incident, statement of behaviour and/or physical indications of abuse. Describe fully using the vulnerable person's words, the interaction between the vulnerable person and the person to whom the vulnerable person disclosed.

If vulnerable person's explanation was sought or offered, give details, including what was said and when:

If other staff were consulted about this incident, give details, including the name of the staff, what was said and when:

Describe fully the physical condition of the vulnerable person, including injuries, burns, welts, and/or signs of illness.

Describe fully the emotional condition of the vulnerable person, including any behavioural problems, and the vulnerable person's response upon disclosure. Were there any noticeable changes in the vulnerable person's behaviour patterns during the disclosure?

Report made to (circle all that apply):

Children's Aid Society

Ministry of Education (if applicable)

Police

MSC Management

Other: _____

Date and time report was made: _____

Children's Aid Society branch: _____

Children's Aid Society case worker: _____

Children's Aid Society case worker contact information: _____

Police branch: _____

Police case worker: _____

Police case worker contact information: _____

Any instructions given by CAS or the Police:

Other Comments or observations:

Your name: _____

Date: _____

Signature: _____

SECTION 72 OF THE CHILD AND FAMILY SERVICES ACT STATES

that the public, including professionals who work with children, must promptly report any suspicions that a child is or may be in need of protection to a Children's Aid Society. The Act recognizes that people working closely with children have a particular responsibility to report their suspicions. Any professional or official who fails to report a suspicion is liable on conviction to a fine of up to \$1,000.

“One of the first things I tell families is that we are here to work together to find the resources to help them get on a stable path.”



Jodie Barber, Intake Worker

Some common thoughts and feelings when making a call:

This family needs help

I hope my Children's Aid Society can help this family

I feel guilty doing this

Is it the right thing to do?

MORE THAN 171,000

The average number of referrals that Children's Aid Societies in Ontario receive each year from people concerned about the safety or well-being of a child

YOUR CALL TO CHILDREN'S AID COULD BE THE MOST IMPORTANT IN A CHILD'S LIFE...

HERE'S WHY

You have seen or heard something that has made you concerned about the safety or well-being of a child

The child you are concerned about is under 16

FIND YOUR LOCAL CAS

Akwesasne Child and Family Services
<http://www.akwesasne.ca/>
613.575.2341 x 3139

Anishinaabe Abinoojii Family Services
<http://www.aafs.ca/>
807.468.6224
Toll free 866.420.9990

Children's Aid Society of Algoma Société de l'aide à l'enfance d'Algoma
<http://www.algomacas.org/>
705.949.0162
Toll free: 888.414.3571

Brant Family and Children's Services
<http://www.casbrant.ca/>
519.753.8681
Toll free: 888.753.8681

Bruce Grey Child and Family Services
<http://www.bgcs.ca/>
519.371.4453
Toll free: 855.322.4453

Chatham-Kent Children's Services Services pour les enfants de Chatham-Kent
<http://www.ckcs.on.ca/>
519.352.0440

Dilico Anishinabek Family Care
<http://www.dilico.com/>
807.623.8511

Dufferin Child and Family Services
<http://dcafs.on.ca/>
519.941.1530

Durham Children's Aid Society
<http://www.durhamcas.ca/>
905.433.1551

Family and Children's Services of St. Thomas and Elgin County
<http://caselgin.on.ca/>
519.631.1492

Family and Children's Services of Frontenac, Lennox and Addington
<http://www.facsfla.ca/>
613.545.3227
Toll free: 855.445.3227

The Children's Aid Society of Haldimand and Norfolk
<http://www.cashn.on.ca/>
519.587.5437
Toll free: 888.227.5437

Halton Children's Aid Society
<http://haltoncas.ca/>
905.333.4441
Toll free: 866.607.5437

Catholic Children's Aid Society of Hamilton
<http://www.hamiltonccas.on.ca/>
905.525.2012

The Children's Aid Society of Hamilton
<http://www.hamiltoncas.com/>
905.522.1121

Highland Shores Children's Aid
<http://highlandshorescas.com/>
613.962.9291
Toll free: 800.267.0570

Huron-Perth Children's Aid Society
<http://www.h-pcas.ca/>
519.271.5290

Valoris for Children and Adults of Prescott-Russell
Valoris pour enfants et adultes de Prescott-Russell
<http://www.valorispr.ca/>
613.673.5148
Toll free: 800.675.6168

Kawartha-Haliburton Children's Aid Society
<http://www.khcas.on.ca/>
705.743.9751
Toll free: 800.661.2843

Kenora-Rainy River Districts Child and Family Services
<http://www.krrcfs.ca/>
807.467.5437
Toll free: 800.465.1100

Kina Gbezhgomi Child and Family Services
<http://www.kgcsf.org/>
705.859.2100
Toll free: 800.268.1899

Kunuwanimano Child & Family Services
<http://www.kunuwanimano.com/>
705.268.9033

Family and Children's Services of Lanark, Leeds and Grenville
<http://www.fcsllg.ca/>
613.498.2100
Toll free: 800.481.7834

Children's Aid Society of London and Middlesex
La Société d'aide à l'enfance de London et du Middlesex
<http://www.caslondon.on.ca/>
519.455.9000
Toll free: 888.661.6167

Family and Children's Services Niagara
Les Services à la famille et à l'enfance de Niagara
<http://www.facsniagara.on.ca/>
Toll free: 888.937.7731

Children's Aid Society of the District of Nipissing and Parry Sound
La Société d'aide à l'enfance pour la région du Nipissing et Parry Sound
<http://www.parnipcas.org/>
705.472.0910
Toll free: 877.303.0910

The Children's Aid Society of Ottawa
La Société de l'aide à l'enfance d'Ottawa
<http://www.casott.on.ca/>
613.747.7800

Children's Aid Society of Oxford County
<http://www.casoxford.on.ca/>
519.539.6176
Toll free: 800.250.7010

Payukotayno James and Hudson Bay Family Services
<http://www.payukotayno.ca/>
705.336.2229
Toll free: 888.298.2916

Peel Children's Aid
<http://www.peelcas.org/>
905.363.6131
Toll free: 888.700.0996

Family and Children's Services of Renfrew County
<http://www.fcsrenfrew.on.ca/>
613.735.6866
Toll free: 800.267.5878

Sarnia-Lambton Children's Aid Society
<http://www.slcas.on.ca/>
519.336.0623

Simcoe Muskoka Child, Youth & Family Services
<http://www.simcoecas.com/>
705.726.6587

The Children's Aid Society of the United Counties of Stormont, Dundas and Glengarry
La Société d'aide à l'enfance des comtés unis de Stormont, Dundas et Glengarry
<http://www.cassdg.ca/>
613.933.2292
Toll free: 866.939.9915

The Children's Aid Society of the Districts of Sudbury and Manitoulin
La Société d'aide à l'enfance des districts de Sudbury et du Manitoulin
<http://www.casdsm.on.ca/>
705.566.3113
Toll free: 877.272.4334

The Children's Aid Society of the District of Thunder Bay
<https://www.thunderbaycas.ca/>
807.343.6100
Toll free: 800.465.3905

Tikinagan Child and Family Services
<http://www.tikinagan.org/>
807.737.3466
Toll free: 800.465.3624

North Eastern Ontario Family and Children's Services Services à la famille et à l'enfance du Nord-Est de l'Ontario
<http://www.neofacs.org/>
705.360.7100

Catholic Children's Aid Society of Toronto
La Société catholique de l'aide à l'enfance ville de Toronto
<http://www.torontoccas.org/>
416.395.1500

Children's Aid Society of Toronto
<http://www.torontocas.ca/>
416.924.4640

Jewish Family and Child
<http://www.jfandcs.com/>
416.638.7800

Native Child and Family Services of Toronto
<http://www.nativechild.org/>
416.969.8510

Family and Children's Services of the Waterloo Region
<https://www.facswaterloo.org/>
519.576.0540

Family and Children's Services of Guelph and Wellington County
<http://www.fcsgw.org/>
519.824.2410
Toll free: 800.265.8300

Windsor-Essex Children's Aid Society
<http://www.wecas.on.ca/>
519.252.1171
Toll free: 800.265.5609

York Region Children's Aid Society
<http://www.yorkcas.org/>
905.895.2318
Toll free: 800.718.3850

Weechi-it-te-win Family Services
<http://www.weechi.ca/>
807.274.3201

CHILD ABUSE PREVENTION

SPEAK UP FOR KIDS



Ontario Association of
Children's Aid Societies
The voice of child welfare in Ontario

HOW CHILDREN'S AID CAN HELP

Myth: Children's Aid Societies take children away from their families.

Truth: Children's Aid Societies work first and foremost to keep families together.

In 2013, children remained at home in 97 percent of all investigations

—Ontario Incidence Study of Reported Child Abuse and Neglect—2013



MEET JACKIE, A CHILDREN'S AID WORKER

"I just think, 'How can I help?', and I do it. It's nothing special. If I can help fill the gap by driving a child to daycare and that helps to keep her out of care, then it's worth it."

A TYPICAL DAY FOR JACKIE INCLUDES:

- ✓ A home visit to check in on a child whose parents are dealing with substance-use issues
- ✓ Referring a family to Alternate Dispute Resolution in an effort to establish stability and permanence for a child
- ✓ Attending a school meeting with a parent to help autistic child access services
- ✓ Arranging for a volunteer mentor for a youth
- ✓ Helping a family connect with housing assistance
- ✓ Taking food vouchers to a family
- ✓ Visiting a family home with high-risk infant nurse to weigh a baby

WHY CHILDREN'S AID GETS INVOLVED

REASONS FOR CHILD ABUSE INVESTIGATIONS

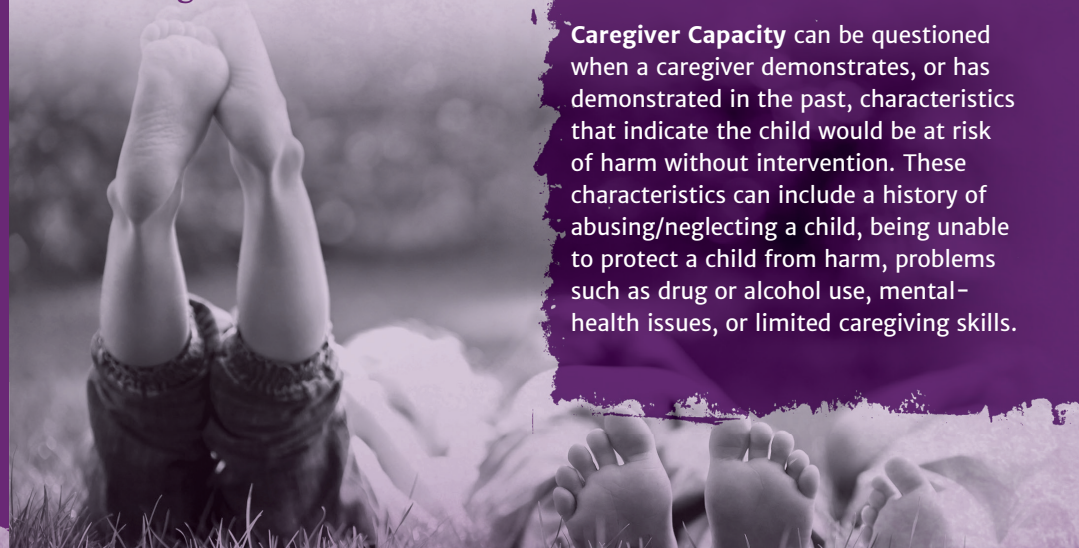
NEGLECT

Occurs when a child is harmed, becomes ill, or is at risk of being harmed or becoming ill, due to their caregiver's failure to properly supervise, protect, care, or provide for the child. Situations where the child's need for medical, mental, emotional, or developmental services and treatment are denied by the parent or caregiver are also considered neglect.

SEXUAL ABUSE

Occurs when a child has been sexually molested or exploited by their parent or caregiver, or is at risk of being sexually molested or exploited by that person. Situations where a caregiver has knowledge of the child being sexually molested or exploited but fails to protect the child are also considered sexual abuse.

"I was only 8 years old when my stepdad started to abuse me. Children's Aid stepped in, and now I live with my mother and my three other siblings safe and sound."



PHYSICAL ABUSE

Occurs when a child suffers physical harm or risk of harm, at the hands of their parent or caregiver (e.g., teacher, babysitter, coach), who has charge of the child. Caregiver negligence, or inability to protect the child from physical harm, or risk of physical harm, are also reasons for possible CAS investigation.

EMOTIONAL ABUSE

Occurs when a child is emotionally harmed, or is at risk of being emotionally harmed, due to a caregiver's behaviour including spurning, terrorizing, isolating, threatening the child, withholding affection, and exposing to domestic violence. The emotional impact on the child may result in serious anxiety, depression, withdrawal, self-destructive or aggressive behaviours, or delayed development.

Exposure to Domestic Violence occurs when a child is exposed directly or indirectly to physical, sexual, emotional, or psychological harm between current or former intimate partners or spouses. Exposure can include seeing and hearing violent acts, seeing related injuries, and being told about the violence.

Abandonment/Separation occurs when a child has been abandoned, a child's parent has died, or a child's parent is unavailable to exercise his or her custodial rights over a child and has not made adequate provision for a child's care and custody. It also occurs when a child is in out-of-home placement and the parent refuses or is unable to resume the child's care and custody.

Caregiver Capacity can be questioned when a caregiver demonstrates, or has demonstrated in the past, characteristics that indicate the child would be at risk of harm without intervention. These characteristics can include a history of abusing/neglecting a child, being unable to protect a child from harm, problems such as drug or alcohol use, mental-health issues, or limited caregiving skills.

THE PROBLEM AND HOW TO RECOGNIZE IT

Child abuse has many faces, and while all abuse hurts, different kinds of abuse can hurt in different ways.

You can help a child or a family by recognizing the types of abuse and the signs of abuse. You do not need to be certain to call Children's Aid with a concern.

SIGNS OF ABUSE

NEGLECT

Physical Indicators

- » poor hygiene
- » unattended physical or medical needs (e.g. glasses, dental work)
- » consistent lack of supervision

Behavioural Indicators

- » pale, listless, unkempt
- » frequent absence from school
- » inappropriate clothing for the weather, dirty clothes
- » frequently does not bring a lunch

PHYSICAL ABUSE

Physical Indicators

- » injuries that don't fit the explanation
- » presence of several injuries that are at different stages
- » facial injuries in infants and preschool children
- » injuries don't fit with the child's age and developmental stage

Behavioural Indicators

- » cannot recall how injuries occurred or offers an explanation that doesn't fit
- » wary of adults
- » may cringe or flinch if touched unexpectedly
- » infants may display a vacant stare
- » extremely aggressive or extremely withdrawn

EMOTIONAL ABUSE

Physical Indicators

- » bed-wetting that is nonmedical
- » frequent psychosomatic complaints, headaches, nausea, abdominal pains
- » child fails to thrive

Behavioural Indicators

- » severe depression
- » extreme withdrawal or aggressiveness
- » overly compliant, too well-mannered, too neat or clean
- » extreme attention seeking
- » displays extreme inhibition in play

SEXUAL ABUSE

Physical Indicators

- » unusual or excessive itching in the genital or anal area
- » torn, stained, or bloody underwear
- » pregnancy
- » injuries to the genital or anal areas (e.g. bruising, swelling, or infection)
- » sexually transmitted disease

Behavioural Indicators

- » age-inappropriate play with toys, self, or others displaying explicit sexual acts
- » age-inappropriate sexually explicit drawing and/or descriptions
- » bizarre, sophisticated, or unusual sexual knowledge
- » seductive behaviours