

GUIDELINES FOR SCHOOL PERSONNEL: RESPONDING TO CHILD ABUSE AND NEGLECT

The legal duty to report is the responsibility of each individual. Any person, including school employees and police officers, with reason to believe that a child needs protection has a duty to report directly to a child protection social worker.

Informing another person e.g. a colleague or a supervisor does not discharge the legal duty to report directly to a child protection social worker.

Where two or more persons each have reason to believe a child needs protection, it is acceptable for them to report by way of a joint conference call to a child protection social worker.

Reports must be made immediately. Failure to report is a serious offence under law.

	SCENARIO 1	SCENARIO 2	SCENARIO 3	SCENARIO 4
	Alleged Child Abuse/Neglect by a Parent, Caregiver, Family, Friend or Stranger	Alleged Child Abuse/Neglect by a District Employee, Contracted Service Provider or Volunteer	Alleged Abusive Behaviour at School by a Student Under Age 12	Alleged Abusive Behaviour at School by a Student 12 Years of Age and Over (Including a Young Offender)
1	<ul style="list-style-type: none"> Report allegations to a child protection social worker Call police if student is in immediate danger 	<ul style="list-style-type: none"> Report allegations to a child protection social worker Call police if the student is in immediate danger 	<ul style="list-style-type: none"> Notify the Principal Call police if student is in immediate danger 	<ul style="list-style-type: none"> Notify the Principal Call police if student is in immediate danger
2	<ul style="list-style-type: none"> Notify the Principal that a report was made 	<ul style="list-style-type: none"> Notify Principal, Supervisor and/or Superintendent 	<ul style="list-style-type: none"> Principal assesses whether or not there is reason to believe a student is in need of protection Notify the child protection social worker if there is reason to believe a child is in need of protection 	<ul style="list-style-type: none"> Principal assesses whether or not there is reason to believe a student is in need of protection Notify the child protection social worker if there is reason to believe a child is in need of protection
3	<ul style="list-style-type: none"> Document information on the District form "Report of Suspected Child Abuse/Neglect" (Form 325-1) 	<ul style="list-style-type: none"> Document the information on the District form "Report of Suspected Child Abuse/Neglect" (Form 325-1) 	<ul style="list-style-type: none"> Document the information on the District form "Report of Suspected Child Abuse/Neglect" (Form 325-1) 	<ul style="list-style-type: none"> Document the information on the District form "Report of Suspected Child Abuse/Neglect" (Form 325-1)

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4	<ul style="list-style-type: none"> School personnel DO NOT contact parents 	<ul style="list-style-type: none"> School personnel DO NOT contact parents if a report is made to a child protection social worker 	<ul style="list-style-type: none"> School personnel DO NOT contact parents if a report is made to a child protection social worker 	<ul style="list-style-type: none"> School personnel DO NOT contact parents if a report is made to a child protection social worker If a student 12 years of age or over or young offender is alleged to have committed what may be a criminal offence at school, administration, at their discretion, are to contact the RCMP Notify the police and youth probation officer of a breach of a young offender's probation order or abusive behaviour that may constitute a breach
5	<ul style="list-style-type: none"> Cooperate with child protection social worker/police during investigation Provide information requested by child protection social worker/police Child protection social worker MUST report back to you 	<ul style="list-style-type: none"> Superintendent, child protection social worker and police collaborate on initial response and parental contact Coordinated investigations are conducted Provide information requested by child protection social worker, police or Superintendent 	<ul style="list-style-type: none"> Cooperate with child protection social worker or police during investigation Provide information requested by child protection social worker, police and/or Principal 	<ul style="list-style-type: none"> Cooperate with child protection social worker or police during investigation Provide information requested by child protection social worker, police and/or principal
6	<ul style="list-style-type: none"> Provide support to the student and follow-up response as needed 	<ul style="list-style-type: none"> Provide support to the student and follow-up response as needed 	<ul style="list-style-type: none"> Provide support to the student and follow-up response as needed 	<ul style="list-style-type: none"> Provide support to the student and follow-up response as needed

Reference: Sections 7, 9, 15, 16, 17, 20, 22, 65, 79, 85, 177 School Act
Section 13, 14 Child, Family and Community Services Act
Freedom of Information and Protection of Privacy Act
Section 32.2 Health Profession Act
Section 27.1 Teacher Profession Act
Criminal Code of Canada
B.C. Handbook for Action on Child Abuse and Neglect –For Service Providers, 2007
Responding to Child Welfare Concerns, 2007
Responding to Child Welfare Concerns – Your Role in Knowing When and What to Report
Interagency Protocol for Reporting and Investigation of Child Abuse and Neglect
Delegated Aboriginal Child and Family Services Agency Protocol
Criminal Code of Canada
BCTF Code of Ethics

Adopted: April 17, 2001
Revised: June 25, 2019