



Northeastern Catholic District School Board

Appendix A DISCLOSURES OR SUSPICIONS OF CHILD ABUSE / NEGLECT

1. In Ontario under the *Child and Family Services Act*, every person who has reasonable grounds to suspect a child is in need of protection, is obliged to forthwith report the suspicion and the information upon which it is based to a child welfare agency.
2. The responsibility to report lies with the person who suspects child abuse or neglect.
3. School personnel should not conduct an investigation regarding the suspicion of the disclosure and should question the student only to clarify the nature of the matter.
4. Do not promise the student that the information will be kept “a secret”.
5. Provide a compassionate, non-judgmental and supportive response to the student, in the event of personal disclosure.
6. Report to the Principal any suspicions or disclosure without the presence of the student involved.
7. When placing the call to the child welfare agency be sure to have the student information readily available including but not limited to personal data of the student (birthday, address, contact information).
8. Respect the student’s rights to privacy by not identifying him/her to other staff or students.
9. Follow all directives provided by the child welfare agency and/or police.
10. Document and provide such documentation to the Principal for secure, confidential filing.

