

AP 230.1: Child Abuse and Neglect

Procedures:

1. Procedures for management of alleged sexual abuse by a student are attached.

SCHOOL DISTRICT NO. 8 (KOOTENAY LAKE) PROCEDURES FOR MANAGEMENT OF ALLEGED SEXUAL ABUSE BY A STUDENT

Introduction:

The following guidelines have been established to assist school personnel in dealing with the issue of alleged sexual abuse by a student at school. The Young Offenders Act only applies to alleged sexual offenders who are twelve (12) years of age and older. For the purpose of this document, children under the age of twelve (12) will be referred to as “students who act out sexually.” Students twelve (12) years of age and older will be referred to as “alleged sexual offenders.”

Part I of this document is concerned with students under the age of twelve (12). Part II is concerned with students twelve (12) years of age and older.

In most instances, the police are only involved in situations where students are twelve (12) years of age or older. However, each situation is unique and therefore it is strongly recommended that consultation with other professionals take place and that each situation be evaluated on its own merits.

Note: Due to the sensitivity of this issue, information should only be shared with the appropriate people on a need-to-know basis.

PART I: WHEN A STUDENT IS UNDER TWELVE (12) YEARS OF AGE

When assessing whether or not abuse may have occurred, exercise caution. Too much probing will interfere with the social worker’s interview.

When there is concern by a School District employee that a student under twelve (12) years of age may be acting out sexually against another student(s), the employee must:

Document, with date, time and frequency:

- a) any statements made by the person disclosing;
- b) any unusual behaviour(s) of the student suspected of acting out sexually;
- c) any unusual statement made by that student which indicates that he/she may be acting out sexually;
- d) any unusual behaviour(s) of the alleged victim(s) which may indicate that he/she is being sexually abused;
- e) any unusual statements made by the alleged victim(s) or any other students or adults.

Inform the Principal of the concerns

Consult with the school counsellor and, if necessary, discuss the matter with the school-based team.

If, after consultation, **there is a reasonable cause to believe that abuse has taken place**, the employee with whom the concern originated must:

- a) report the incident, without delay, to the Ministry for Children & Families;
- b) inform the Principal of the report.

If, after consultation, it appears there is **no reasonable cause for making a report**, the Principal should arrange for an appropriate staff member to speak to the student(s) involved in order to keep them informed and determine what their needs might be for support and counselling. Continue to monitor the situation.

Procedures for the Principal, or designate, when a report is made to the police and the Ministry of Social Services:

- a) remove the alleged offender from the classroom immediately;
- b) inform the Chief Executive Officer of the district of the situation;
- c) inform the parent(s)/guardian(s) of the alleged victim(s) of the incident and the investigation;
- d) an educational program will be provided to the student during the Social Services investigation.

Note: At no time should any member of the school staff reveal the name of the alleged offender to the parents of the alleged victim(s). Please keep in mind the sensitivity of this issue and the need for ongoing support to all parties affected.

The Chief Executive Officer or designate, in consultation with the parent(s), support services and agencies, will plan the child's educational program.

PART II - WHEN A STUDENT IS TWELVE (12) YEARS OF AGE OR OLDER

When assessing whether or not abuse may have occurred, exercise caution. Too much probing will interfere with the social worker's interview.

When there is concern by a school district employee that a student twelve (12) years of age and older may be sexually offending against another student(s), the employee must:

Document, with date, time and frequency:

- a) any statements made by the person disclosing;
- b) any unusual behaviour(s) of the student suspected of a sexual offence;
- c) any unusual statements made by that student which indicates he/she may be sexually offending;
- d) any unusual behaviour(s) of the alleged victim(s) which may indicate that he/she is being sexually abuse;
- e) any unusual statements made by the alleged victim(s) or any other students or adults.

Inform the Principal of the concern.

Consult with the school counsellor and, if necessary, the matter should be discussed with the school-based team (exclude the victim and alleged abuser).

If, after consultation, there is a **reasonable cause to believe that abuse has taken place**, the employee with whom the concern originated must:

- a) inform the Ministry for Children & Families
- b) inform the Principal of the incident and the reports made to the Ministry for Children and Families

If, after consultation, it appears there is **no reasonable cause for making a report**, the Principal should arrange for an appropriate staff member to speak to the student(s) involved in order to keep them informed and determine what their needs might be for support and counselling. Continue to monitor the situation.

Procedures for the Principal, or designate, when a report is made to the police and the Ministry of Social Services:

- a) remove the alleged offender from the classroom immediately;
- b) inform the Chief Executive Officer of the district of the situation;
- c) inform the parent(s)/guardian(s) of the alleged victim(s) of the incident and the investigation;
- d) an educational program will be provided to the student during the Social Services investigation.

Note: At no time should any member of the school staff reveal the name of the alleged offender to the parents of the alleged victim(s). Please keep in mind the sensitivity of this issue and the need for ongoing support to all parties affected.

The Chief Executive Officer or designate, in consultation with the parent(s), support services and agencies, will plan the child's educational program.