



PROTECT OUR CHILDREN! REPORTING INAPPROPRIATE CONDUCT AND CHILD SEXUAL ABUSE

CHILD SEXUAL ABUSE

A child discloses abuse to a staff/volunteer;
A peer discloses abuse on behalf of another child;
An adult suspects a child is being abused;
In all cases, with the adult involved being Soccer Pointe-Claire staff/volunteer;
A child discloses abuse by someone outside of Soccer Pointe-Claire

The staff/volunteer who receives the disclosure:
- Notifies the police and/or the Director of Youth Protection (DYP) about the incident (<http://www.cdpdj.qc.ca/en/droits-de-la-jeunesse/Pages/DPJ.aspx>);
- Consults with the Director of Youth Protection about notifying parents;
- Notifies one of the Soccer Pointe-Claire identified resources (childprotection@soccerpointeclair.com) who notifies the DG (dq@soccerpointeclair.com).
(Documented)

Soccer Pointe-Claire Director General suspends staff/volunteer suspected of abuse. (Documented)

- The Director of Youth Protection and/or police carry out the investigation;
- Soccer Pointe-Claire conducts an internal follow-up in consultation with police/Director of Youth Protection and adjusts internal policies if needed.

A) Substantiated/guilty.
Staff/volunteer is dismissed from his/her position within Soccer Pointe-Claire.

B) Inconclusive/not guilty. Soccer Pointe-Claire seeks counsel from the City. Consider if staff/volunteer should be dismissed. Note: Criminal processes can be complex and lengthy. A finding of not guilty may not necessarily mean that the abuse did not occur.

- Document the outcome of the investigation.
- Document the results of the internal follow-up.

Note: This document is tailored from the models provided by Commit To Kids. It is intended as a quick reference and is not meant to be exhaustive or to replace legal advice. Consult with the Director of Youth Protection, police and/or legal counsel as appropriate to a given situation.

PCASA DOCUMENT APPROVAL



President signature

2021-01-18

Date

INNAPPROPRIATE CONDUCT

A child discloses inappropriate behaviour to a staff/volunteer;
A peer discloses inappropriate behaviour on behalf of another child;
An adult reports observing inappropriate behaviour;
In all cases, with the adult involved being a Soccer Pointe-Claire staff/volunteer

The staff/volunteer who receives the disclosure notifies one of the Soccer Pointe-Claire identified resources (childprotection@soccerpointeclair.com) who notifies the DG (dq@soccerpointeclair.com). (Documented)

The Soccer Pointe-Claire identified child protection resource(s) and the DG consult to decide if concern is warranted. (Documented)

If warranted, meet with accused staff/volunteer to discuss the allegations and concerns. The individual is told about the complaint without disclosing the source. The individual is asked to respond to the allegation. (Documented)

A) If the DG and the Soccer Pointe-Claire identified child protection resource(s) determine that the nature of the conduct is not sufficiently serious to warrant formal action, Soccer Pointe-Claire may choose to clarify expectations with the staff/volunteer as outlined in the Code of Conduct to Protect Children. (Documented)

B) If the DG and the Soccer Pointe-Claire identified child protection resource(s) determine that the nature of the conduct is sufficiently serious to warrant action, an internal follow-up takes place. (Documented)

Soccer Pointe-Claire puts together an Ethics committee to conduct an internal follow-up. (Documented)

A) Inappropriate conduct is not substantiated. No further action is necessary, but Soccer Pointe-Claire will take the opportunity to remind all staff/volunteers of the Code of Conduct to Protect Children.

B) Inappropriate conduct is substantiated. Next steps depend on severity of the conduct and other relevant circumstances (such as past inappropriate conduct). Varying levels of disciplinary action may be appropriate. For example, it may be appropriate to report to police or Director of Youth Protection.

C) Inconclusive. Next steps depend on the nature of the information gathered. Work through risk options, assess risk and consult professionals as needed.

PCASA continues to adequately supervise and monitor staff/volunteer.