

YELLOWKNIFE PLAYSCHOOL ASSOCIATION

POLICY TITLE: CHILD IN NEED OF PROTECTIVE SERVICES

POLICY

Procedure

1. The Yellowknife Playschool Association (herein referred to as the “Employer”) shall ensure that the Employees are familiar with the legislation found in the Child and Family Services Act which governs the requirement to report all cases of suspected child abuse or neglect.
2. Individuals who have information regarding concerns of possible child abuse or neglect have the duty to report and this duty can not be delegated. The individual will report the concern to Yellowknife Health and Social Services Authority, Child Protection Division.
3. Employees are to inform the Chairperson of the referral promptly after it is made. The Chairperson may ask the Employee to document a summary of the concern and the referral made to be placed in the child’s file.
4. Child Protection Workers will be permitted to conduct an interview with a child at the Yellowknife Playschool when the interview is required by them when fulfilling their responsibilities under the legislation.
5. In the event of an investigation, Employees cannot notify the child’s parent or guardian.
6. Information regarding the incident and the referral must be kept confidential.
7. Employees shall be given paid leave, as necessary, to co-operate with Child Protection Workers and the R.C.M.P. in their investigations, and to attend court if required.
8. The Chairperson, in consultation with the Board, shall put Employees who are the subject of a child protection investigation on paid leave during the investigation.
9. If a Child Protection concern leads to criminal charges against an Employee, he/she shall be put on unpaid leave until the charges have been resolved. Upon resolution of the charges, the Employer shall determine whether the Employee shall return to a position with the Association.

BOARD APPROVAL DATE: June 15, 2010

CHAIRPERSON'S SIGNATURE: