

ST. JUDE'S
FOOTBALL CLUB (FC)
CHILD ABUSE POLICY

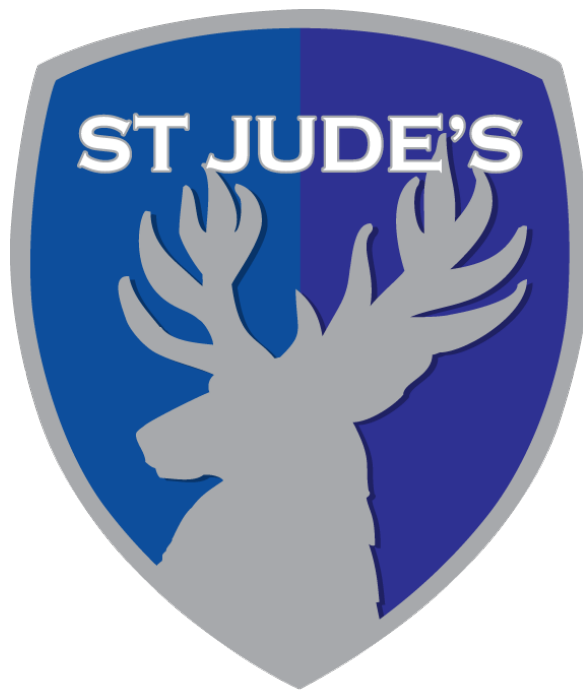


Table of Contents

St. Jude's Football Club (FC) Mission & Vision	3
St. Jude's Football Club (FC) Goal	3
Purpose of This Policy	3
Expectations.....	4
St. Jude's FC Child Abuse Policy and Procedures	5
Policy Statement.....	5
Legal Requirements - Duty to Report.....	5
Recognizing the Possibility of Child Abuse	8
Failure to Report.....	9
Confidentiality	9
Protection from Liability.....	9
Reporting Procedures	10
Documentation: How to Fill Out a Suspected Child Abuse Reporting Form.....	11
What to Report to a Children's Aid Society.....	12
Information About the Child.....	12
Circumstances Which Prompted the Report.....	12
Confidentiality and Disclosure of Information to Others.....	12
What happens if an Employee/Player/Volunteer of St. Jude's FC is Suspected of Child Abuse?	13
Policy Implementation and Review.....	14
St. Jude's FC Suspected Child Abuse Reporting Form.....	15
Appendix - Related Readings	17

St. Jude's Football Club (FC) Mission & Vision

St. Jude's Football Club provides the opportunity for children from the Mississauga and surrounding areas to learn to play and enjoy soccer, the world game.

Our aim is to encourage and inspire players to develop their skills and understanding of the game in a positive learning environment.

The club nurtures and educates members, players and supporters to always respect coaches, officials, opposing teams and their supporters, and especially the referees. It encourages the game to be played in the highest sporting manner, on and off the field.

St. Jude's Football Club (FC) Goal

It is the goal at St. Jude's FC that every player has a healthy and safe environment. St. Jude's FC understands that the well-being of a player can impact their overall health and ability to learn. The health and safety of the player within St. Jude's FC is of the utmost importance. St. Jude's FC staff have a duty to report any suspected abuse, neglect or risk factors that may impact the health and well-being of a player.

Purpose of This Policy

The purpose of this policy is to ensure that employees, players coaches and volunteers will respond promptly and responsibly to any suspicions of abuse. It is understood that for the purpose of this policy, "abuse" refers to the physical, sexual and/or emotional mistreatment of children.

St. Jude's FC is committed to providing quality professional coaching that enables all children to achieve their full potential. Essential to effective learning is a supportive and disciplined environment that respects the following rights:

- The rights of all children to have a happy, positive environment
- The rights of all children to be assured that they will be safe at St. Jude's FC, both physically and emotionally
- The rights of all children to have a successful experience that meets individual needs and the implementation of support when needed

This policy defines the responsibilities that members of the St. Jude's FC community are expected to uphold. This policy also informs all staff of their ethical and legal obligations to ensure a safe community to help deliver the best possible outcomes for children, recognizing the close relationship between learning, achievement and behaviour. This supports a safe, happy and successful learning environment.

With the implementation of this policy and related readings, all staff members will be able to:

- Understand legal and ethical obligations with respect to identifying, assessing and reporting any possibilities of child abuse
- Understand reasonable grounds of what may be suspected child abuse
- Understand the process on what to do in the case of suspected child abuse
- Maintain ongoing support and care for children

Expectations

Supervisors will take a leadership role, within the bounds of their legal, professional and ethical responsibilities, by:

- Acting with care and commitment to facilitate quality learning experiences and a safe environment
- Ensuring that St. Jude's FC staff are familiar with the policies outlined in this documentation and everyone's duty to report
- Ensuring that St. Jude's FC staff receive ongoing training
- Holding everyone under their authority accountable for their behaviours and actions
- Communicating regularly, meaningfully and practicably with all members of the community
- Supporting St. Jude's FC staff with the issues that arise and guiding them on what to do in such situations
- Keeping accurate and timely records and documentation

St. Jude's FC staff and coaches, under the leadership of supervisors and within the bounds of their legal, professional and ethical responsibilities are expected to hold those within the St. Jude's FC community to the highest standard of socially and personally responsible behaviour by:

- Communicating regularly and meaningfully with parents/guardians and supervisors
- Maintaining consistent standards of behaviour
- Modelling and providing guidance and skills for socially responsible conduct
- Utilizing effective St. Jude's FC management skills such as:

- Being firm and kind, avoiding pity and not overprotecting
- Being consistent, setting and enforcing reasonable limits
- Encouraging independence
- Refraining from belittling, ridiculing, name calling and stereotyping
- Keeping accurate and timely records and documentation
- Building positive and trusting relationships with children
- Reporting suspected child abuse, neglect or violence
- Engaging in the well-being, learning and care of children
- Observing whether players are functioning well and being able to describe their behaviours

St. Jude's FC Child Abuse Policy and Procedures

Policy Statement

St. Jude's FC takes a pro-active stance regarding child abuse, abiding by all legal, ethical and legislative responsibilities and, in turn, holds its employees, coaches, players and volunteers accountable for these responsibilities.

Legal Requirements - Duty to Report

The Child and Family Services Amendment Act (Child Welfare Reform, 1999) states that the most important purpose of this policy is to promote the best interests, protection and well-being of children. Therefore, any employee, coach, player or volunteer of St. Jude's FC who has reasonable grounds to suspect that child abuse or neglect has occurred, or if a child is at risk of abuse, he/she is legally obligated to report to the appropriate Children's Aid Society (CAS). The responsibility to report cannot be delegated to anyone else.

The definition of a child is a person from birth until his/her 16th birthday.

Everyone in St. Jude's FC has the responsibility of protecting children from harm. This may involve protection from factors such as physical harm, emotional harm, neglect, or risk of harm.

In accordance with Section 125 of the Child, Youth, and Family Services Act, "if a person, including a person who performs professional or official duties with respect to children, has reasonable grounds to suspect one of the following, the person shall

immediately report the suspicion and the information on which it is based to a society." Reportings are to be made to Children's Aid Society (CAS).

As such, coaches and staff have a legal and ethical duty to report any suspicion of child abuse, within reasonable grounds. The staff are not required to prove or be fully certain that child abuse has occurred, but rather, their responsibility is to assess whether there are reasonable grounds that child abuse may be occurring. Professional judgment must be used for this. For example, if a child has a bruise on their knee and states that they fell, that may not constitute reasonable grounds for child abuse. On the contrary, should a child have multiple bruises in various private areas and not disclose how they obtained these bruises, that may constitute reasonable grounds for child abuse.

Reasonable grounds may involve the possibility of a situation such as the following as outlined by the Child, Youth and Family Services Act:

1. The child has suffered physical harm inflicted by the person having charge of the child or caused by or resulting from that person's,
 - i. Failure to adequately care for, provide for, supervise, or protect the child, or
 - ii. Pattern of neglect in caring for, providing for, supervising, or protecting the child.
2. There is a risk that the child is likely to suffer physical harm inflicted by the person having charge of the child or caused by or resulting from that person's,
 - i. Failure to adequately care for, provide for, supervise or protect the child, or
 - ii. Pattern of neglect in caring for, providing for, supervising or protecting the child.
3. The child has been sexually abused or sexually exploited by the person having charge of the child or by another person where the person having charge of the child knows or should know of the possibility of sexual abuse or sexual exploitation and fails to protect the child.
4. There is a risk that the child is likely to be sexually abused or sexually exploited as described in paragraph 3.
5. The child requires treatment to cure, prevent or alleviate physical harm or suffering and the child's parent or the person having charge of the child does not provide the treatment or access to the treatment, or, where the child is incapable of consenting to the treatment under the *Health Care Consent Act, 1996*, refuses or is unavailable or unable to consent to, the treatment on the child's behalf.

6. The child has suffered emotional harm, demonstrated by serious,

- i. Anxiety,
- ii. Depression,
- iii. Withdrawal,
- iv. Self-destructive or aggressive behaviour, or
- v. Delayed development,

and there are reasonable grounds to believe that the emotional harm suffered by the child results from the actions, failure to act or pattern of neglect on the part of the child's parent or the person having charge of the child.

7. The child has suffered emotional harm of the kind described in subparagraph 6 i, ii, iii, iv or v and the child's parent or the person having charge of the child does not provide services or treatment or access to services or treatment, or, where the child is incapable of consenting to treatment under the *Health Care Consent Act, 1996*, refuses or is unavailable or unable to consent to, treatment to remedy or alleviate the harm.

8. There is a risk that the child is likely to suffer emotional harm of the kind described in subparagraph 6 i, ii, iii, iv or v resulting from the actions, failure to act or pattern of neglect on the part of the child's parent or the person having charge of the child.

9. There is a risk that the child is likely to suffer emotional harm of the kind described in subparagraph 6 i, ii, iii, iv or v and the child's parent or the person having charge of the child does not provide services or treatment or access to services or treatment, or, where the child is incapable of consenting to treatment under the *Health Care Consent Act, 1996*, refuses or is unavailable or unable to consent to, treatment to prevent the harm.

10. The child suffers from a mental, emotional or developmental condition that, if not remedied, could seriously impair the child's development and the child's parent or the person having charge of the child does not provide the treatment or access to the treatment, or where the child is incapable of consenting to the treatment under the *Health Care Consent Act, 1996*, refuses or is unavailable or unable to consent to, treatment to remedy or alleviate the condition.

11. The child's parent has died or is unavailable to exercise the rights of custody over the child and has not made adequate provision for the child's care and custody, or the child is in a residential placement and the parent refuses or is unable or unwilling to resume the child's care and custody.

12. The child is younger than 12 and has killed or seriously injured another person or caused serious damage to another person's property, services or treatment are necessary to prevent a recurrence and the child's parent or the person having charge of the child does not provide services or treatment or access to services or treatment, or, where the child is incapable of consenting to treatment under the *Health Care Consent Act, 1996*, refuses or is unavailable or unable to consent to treatment.

13. The child is younger than 12 and has on more than one occasion injured another person or caused loss or damage to another person's property, with the encouragement of the person having charge of the child or because of that person's failure or inability to supervise the child adequately. 2017, c. 14, Sched. 1, s. 125 (1); 2020, c. 25, Sched. 1, s. 26 (6).

Extract from Child, Youth and Family Services Act, 2017, SO. 2017, c.14, Sched. 1

Recognizing the Possibility of Child Abuse

The staff must assess, within reasonable grounds, the possibility of child abuse. Reasonable grounds is defined as "information that an average person, using normal and honest judgment, would need in order to decide to report."

In order to assess this, the staff must look for any signs or indicators of abuse or neglect. This may involve a child frequently being bruised, a child seeming to frequently lack sufficient necessities such as food or hygiene, or a child seeming to display frequent irregular problem behaviours. Children may express this through speech, actions, drawings, etc. Children may or may not display signs of abuse or neglect. The staff have an ongoing obligation to report should they suspect any abuse or neglect. Professional judgment must be used when determining should suspected child abuse have occurred. Supervisors are available to staff to help navigate through this. Supervisors are there to support and guide staff, not to dissuade them of suspected child abuse.

Possible types of abuse include:

- Physical abuse involves the use of force on a child that leads to injury or harm of a child. Signs of physical abuse may involve bruises, cuts, burns, scars, bite marks, poisoning, failing to provide care, avoidance of contact with others, aggressive behaviour, etc.
- Sexual abuse involves any sense of sexual exploitation or use of inappropriate touching of a child which may be sexual in nature. This may lead to sexual activity, either with or without consent, exploitation of a child, or child pornography. Signs of sexual abuse may involve re-enactment of sexual abuse on toys, urinary infections, aggressive behaviour, disturbed sleep patterns, etc.

- Emotional abuse involves treatment that negatively affects a child's sense of belonging or worth or other emotional needs. This may impact a child's development. Signs of emotional abuse may involve low self-confidence, desperate need for attention or affection, urge to be alone, decline in performance, etc.
- Neglect involves the failure of a caregiver to provide basic necessities to a child such as food, clothes, sleep, medicine, etc. This may also involve a caregiver refusing to accept aid for a child if needed. Signs of neglect may involve constant hunger, thirst, or tiredness, poor hygiene, unkept appearance, etc.

Some questions to consider when considering if there are any red flags are:

- Have I spoken to the child and the child's parents/guardians? Are there inconsistencies in their stories?
- Have I noticed any physical indicators of child abuse such as frequent and unexplained bruises or ripped clothing?
- Have I noticed any non-physical indicators of child abuse such as unexplained major changes in behaviour or lifestyle of a child?
- Have my colleagues and supervisors also noticed any irregularities?

Failure to Report

It is an offence under the Child and Family Services Act to contravene one's reporting responsibilities. The penalty imposed (by a fine of up to \$50,000) indicates that a child's safety must take precedence over all other concerns.

Confidentiality

The duty to report overrides every other legal and legislative responsibilities except solicitor/client privilege, including information protected by the *Personal Health Information Protection Act, 2004* (C.F.S.A. 72(8)).

Protection from Liability

All persons making a report of suspected child abuse are protected against civil action (being sued), unless that person is proven to have acted "maliciously or without reasonable grounds for the belief or suspicion".

Reporting Procedures

The following rules apply to any employee, players or volunteer when making a report:

1. If you suspect that a child has been abused or is at risk for abuse you must inform the Supervisor or designate right away that you intend to immediately call a Children's Aid Society (CAS).

If you know that the child is Roman Catholic, you can report directly to the Catholic Children's Aid Society (CCAS). If you know that the child is of Jewish decent, you can report directly to the Jewish Family and Child Service. If you are unsure of the child's religion, report directly to the Children's Aid Society. The telephone numbers of each Children's Aid Society and Regional Police services are posted in the Supervisor's office, all programs and kitchen.

2. You must call CAS. Do not ask anyone else to help to decide if a report should be made or to make the report. Do not discuss the suspicions with anyone until you have spoken with a CAS worker.
3. It is your responsibility to follow through on the report to a CAS. **
The Supervisor or designate will provide direction and support.
4. You can make a report to a CAS at any time. If you make the report after regular business hours, you will probably have to leave a message with an answering service. Tell them if the call is urgent. You must wait for the call to be returned. Leaving a message with an answering service is not considered a report. **If the child is in immediate danger, do not wait for the call to be returned. Call the Police immediately.**
5. When you make the report, give your name, the soccer club's name, your position and phone number to the CAS worker.
6. Get immediate medical attention if a child has sustained injuries. If you suspect that the injuries have been caused by the child's parent(s)/guardian(s), the parents/guardians will not be informed of the intention to get medical care unless otherwise directed by the CAS worker.

7. If you have new information with respect to a child or any further suspicions of abuse, you must immediately make another report to the CAS, regardless of any previous reports.

**Anyone who reports suspicions of child abuse will not be punished or reprimanded.

Any reporting must be reported to CAS. There are several CAS across Ontario. Your local CAS may be found here:

<http://www.children.gov.on.ca/htdocs/English/childrensaid/reportingabuse/CASLocations.aspx>

Documentation: How to Fill Out a Suspected Child Abuse Reporting Form

- If you suspect child abuse, you must immediately complete a *Suspected Child Abuse Reporting Form* in your own handwriting, using pen only. If applicable, this includes circling bruises/injuries on the body chart attached to the reporting form.
- Document only the facts. Do not include your subjective feelings about the incident, or assumptions about what might have happened.
- You must complete this form every time you suspect that child abuse has occurred. Include the name(s) and phone number(s) of the individual(s) you spoke with at a CAS and/or Police and any instructions you were given.
- Do not make a rough copy and then rewrite in good. The original recording of the facts is your documentation. If you make a mistake, do not use correction fluid. Cross out and initial any errors and then continue on.
- Date and sign the form and place it in a sealed envelope. Date and sign the envelope on the back.
- Give the Supervisor or designate all your documentation. These will be kept locked, separate from the child's general file.

What to Report to a Children's Aid Society

When you make your report of suspected child abuse to a CAS, you may not have access to all the information listed below. If this is the case, do not conduct an investigation to search it out. It is important that you report the information to a CAS as soon as possible.

The following is a list of information, if known that you should be prepared to provide to the CAS when making your report:

Information About the Child

- Identifying information (name and address of child, primary caregiver, the child's religion)
- Current whereabouts of the child/family
- Present physical and/or emotional conditions of the child
- Any medical conditions, communication issues
- The name of the soccer club attended: St. Jude's FC

Circumstances Which Prompted the Report

- What was it that led you to make the report today?
- What are the sources of the information for the report?
- What are the details regarding your concerns or the incident, which made you make the report today?
- Do you know of any relevant incidents or have any other information?
- What actions, if any, have you taken before you reported the matter to the CAS?

Confidentiality and Disclosure of Information to Others

Any information related to suspicion or report of child abuse is confidential between the person directly involved, the person making the report and the CAS. The Supervisor or designate, in consultation with a CAS Worker, will give direction regarding the appropriate sharing of information to the staff/player/volunteer and/or the Owner.

The investigation of suspected child abuse is the responsibility of the Children's Aid Society Protection Workers and the Police. Discussing any information with others related to a situation of suspected child abuse outside the designated individuals is a breach of confidentiality.

In a case where a child has been apprehended by a CAS, the Supervisor or designate will contact the CAS Worker to determine whether or not the child will return as scheduled. The Supervisor or designate will advise the staff and decide the best way to explain the situation to other children. This will be done in such a way as to balance the child's/family's right to confidentiality with concerns of others in the soccer club.

What happens if an Employee/Player/Volunteer of St. Jude's FC is Suspected of Child Abuse?

1. If you suspect that an employee, coach, player or volunteer with St. Jude's FC is abusing a child, you must inform the Supervisor or designate that you intend to call a CAS. If the allegations are made by a parent/guardian, inform the parent/guardian of his/her duty to report to a CAS. Also tell the parent/guardian that it is the Supervisor or designate's obligation to also speak with a Child Protection Worker.
2. Follow the reporting procedure outlined above and document all the relevant information.
3. The person suspected of abuse will not be told about the allegations by anyone until the Supervisor or designate has consulted with a CAS worker for direction. If the person suspected of abuse is the Supervisor, he/she will not be told about the allegations by anyone until a member of Management has consulted with a CAS worker for direction.
4. The Supervisor or designate will notify by phone the Region of Peel's, Serious Occurrence Line within 24 hours of the occurrence. All procedures in the *Serious Occurrence Policy* must be followed as outlined in the policy.
5. The Supervisor or designate will immediately notify the Owner. The Owner in, with consultation with the Supervisor or designate, CAS and legal counsel, will

determine whether, and in what capacity, the suspected employee, coach, player, or volunteer can continue working, continue job placement or volunteer work at the soccer club while the case is under investigation.

6. If the employee suspected of abuse is the Supervisor, then you should contact HR or the Owner. The Owner, in consultation with the Personnel Committee, will determine whether, and in what capacity the Supervisor can continue working at the soccer club while the case is under investigation.
 - a) If the suspected person is the Supervisor, he/she will receive a copy of the Personnel Committee's written confirmation (see #5 above) and a copy will be kept in the Supervisor's personnel file.
 - b) If the suspected person is the designate, he/she will receive a copy of the Supervisor's and Personnel Committee's written confirmation (see #5 above) and a copy will be kept in the designates personnel file.
7. The suspected person will receive a copy of the Supervisor or designate's written confirmation (see #5 above) and a copy will be kept in the suspected person's personnel file.

Policy Implementation and Review

Before beginning employment/ job placement/ volunteer work, employees/ coaches / volunteers will be asked to sign a form stating that all the policies and procedures with respect to child abuse have been read and understood and will be followed.

The soccer club's employees, coaches and volunteers will review the *Child Abuse Policy and Procedures* prior to commencing employment, or volunteer work at St. Jude's FC and annually thereafter.

Reference: *Reporting Child Abuse and Neglect*. Ministry of Community and Social Services, 2000.

Adapted from: Rimer, Pearl. *Making a Difference: The Child Care Community Response to Child Abuse*, 3rd Edition. 2002.

St. Jude's FC Suspected Child Abuse Reporting Form

Name of the child: _____

Date and time of observation: _____

Describe fully the incident, situation, statement or behavioural and/or physical indicators of abuse including dates and times. Describe fully, using the child's words, the interaction between the child and the person to whom the child disclosed:

Describe fully the physical condition of the child, including injuries, burns, welts, and/or signs of illness. Where appropriate, circle bruises or other injuries on the attached *Body Chart*.

Describe fully the emotional condition of the child, including any behavioural problems and the child's response upon disclosure. Are there any noticeable changes in the child's behavioural patterns?

If known, describe fully the risks of further abuse to the child, including the access of the alleged abuser to the child.

Describe fully the action taken on behalf of the child, including any advice/instructions from a Children's Aid Society.

Date and time reported to Children Aid Society: _____

Outcome of call: _____

Children's Aid Society worker's name: _____

Phone number: _____

Signature of person who documented the incident: _____

Date and time the documentation was completed: _____

Approved by: _____ Date: _____

Supervisor/ Owner

St. Jude's Football Club (FC)

Appendix - Related Readings

Child, Youth and Family Services Act: <https://www.ontario.ca/laws/statute/17c14>

Government of Ontario - Reporting Child Abuse and Neglect:

<https://www.ryerson.ca/content/dam/research/documents/ethics/reporting-child-abuse-and-neglect.pdf>

Ontario Association of Children's Aid Societies - Duty to report:

<http://www.oacas.org/childrens-aid-child-protection/duty-to-report/>

Ontario Association of Children's Aid Societies - What is child abuse:

<http://www.oacas.org/childrens-aid-child-protection/what-is-abuse/>

Ontario Ministry of Children, Community and Social Services - Reporting Child Abuse & Neglect:

<http://www.children.gov.on.ca/htdocs/English/childrensaid/reportingabuse/abuseandneglect.aspx>

Ontario Ministry of Children, Community and Social Services - Reporting child abuse and neglect:

<http://www.children.gov.on.ca/htdocs/English/childrensaid/reportingabuse/index.aspx>