

Cape Breton FC

What to do if you suspect child abuse



REPORTING REQUIREMENTS

All staff and volunteers must report suspected child sexual abuse, inappropriate behavior, or incidents that they become aware of, whether the behavior or incidents were personally witnessed or not.

Where to report:

1. All allegations or suspicions of **potentially illegal behavior** (for example, child sexual abuse) that a staff/volunteer witnesses first-hand must be promptly reported to police and/or child welfare.
2. To ensure the protection of all children in our care, all allegations, or suspicions of **potentially illegal behavior** that a staff member/volunteer learns of must also be promptly reported to Police and/or child welfare. Police and/or child welfare will make the determination as to whether the allegation or suspicion requires further investigation.
3. All allegations or suspicions of inappropriate behavior (see above examples), that a staff member/volunteer learns of or witnesses first-hand must be reported to the Club Manager/Director of Soccer of Cape Breton FC by phone or email or by using Cape Breton FC's Serious Occurrence Form.

Keep in mind that you may learn of potentially illegal or inappropriate behavior through the child or some other third party, or you may witness it first-hand. Examples of the type of behavior you may learn of or witness and that you must report as set out above includes:

- a) Potentially illegal behavior by a Staff member/Volunteer of the organization
- b) Potential Illegal behavior by a third party, such as a Parent, Teacher, Babysitter, Coach, etc.

If you are not sure whether the issue you have witnessed or heard about involves potentially illegal behavior or inappropriate behavior, discuss the issue with the Club Manager/Director of Soccer who will support you through the process.

Remember: You have an independent duty to report all suspicions of potentially illegal behavior directly to Police and/or child welfare.

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