



**Policy 9.06**

**Category: Welcoming, Caring, Respectful and Safe School**

**Child Abuse**

**BACKGROUND**

CAPE believes that children, as a matter of right, should be safe, secure and cared for adequately. While parents have primary responsibility to ensure the welfare of their children, the CAPE Charter Board and staff have a particular responsibility beyond that of the general public. Therefore, it is the obligation of all CAPE staff to be guided by the Child, Youth and Family Enhancement Act with respect to child abuse. Where interagency cooperation is needed to ensure student welfare, CAPE staff will work with these agencies as outlined in our administrative procedures.

**POLICY STATEMENT**

Children have the right to be safe, secure, and receive adequate care at home, at school, and in the community. The CAPE Charter Board is committed to the maintenance of a welcoming, caring, respectful and safe learning environment.

**DEFINITIONS**

1. **Child** - The United Nations Convention on the Rights of the Child defines child as "a human being below the age of 18 years unless under the law applicable to the child, majority is attained earlier.
2. **Youth** - the UN defines 'youth' as those persons between the ages of 15 and 24 years.
3. **Interagency Cooperation** - made up of, involving, or representing two or more government agencies; in systems of care is the process of agencies and families joining together for the purpose of interdependent problem solving that focuses on improving services to children and families.

**PROCEDURE**

4. Any person who has reasonable and probable grounds to believe that a child is in need of intervention due to abuse or neglect has a legal duty under the Child, Youth and Family Enhancement Act to promptly report the matter to Southeast Alberta Child and Family Services.
5. It is not up to an individual to determine if the disclosure or indicators of abuse are sufficient evidence for an investigation. That decision is made by the intake worker in consultation with his/her supervisor. The obligation to report is absolute.
6. The obligation to report is not discharged until the individual who has observed the indicators of abuse has reported directly to Southeast Alberta Child and Family Services.

**CAPE-Centre for Academic and Personal Excellence  
Policy Manual**

**Policy 9.6**

**Category: Safety and Wellness**

8. Any person who, based on reasonable and probable grounds, reports a suspected incident of abuse or neglect, must inform the principal or designate of the report.
9. All individuals must adhere to the established administrative procedures at all times.
10. All individuals are bound the *Freedom of Information and Protection of Privacy Act* at all times.

---

**References:**

*School Act*

*Child, Youth and Family Enhancement Act Human Rights Act*

*Criminal Code of Canada*

*Freedom of Information and Protection of Privacy Act*

*Teachers' Code of Professional Conduct*

*CAPE Code of Conduct for Certificated Staff*

*CAPE Code of Conduct for Non-Certificated Staff*

---

Adopted: March 14, 2013

Motion: #2013-3-14-5

Reviewed: July 15, 2018