

 <p><b>Jarvis Community Christian School</b></p> <p>SCHOOL ADMINISTRATIVE PROCEDURE BINDER</p>	<p>ADMINISTRATIVE PROCEDURE NUMBER 315</p>	<p>PAGE NUMBER 1 of 2</p>
	<p>TITLE: Access to Students – Child Welfare</p>	
<p>PREVIOUS REVISION DATES: None – New Procedure</p>	<p>DATE OF APPROVAL: May 12, 2010</p>	
<p>LAST REVIEWED: 2011, September 2017</p>	<p>REVIEW MONTH: August</p>	<p>SIGNATURE OF COO/Principal:</p> <p style="text-align: right;">Chad Haverkamp</p>

## Background

The investigation of child protection complaints is the responsibility of child welfare workers from the local Child and Family Services Authority, who may, where appropriate, be assisted by police services.

Under the Child Welfare Act, child welfare workers have the same rights as parents for those children who are temporary or permanent wards of the government (Child and Family Services Authority). Furthermore, child welfare workers and police officers have the authority to apprehend a child where there is sufficient reason to believe that the child is in need of protective services. In such cases, the Child and Family Services Authority immediately assumes guardianship and other parental rights for the child (later confirmed or altered in Family Court).

Child welfare workers are authorized to apprehend a child from school premises during the course of an investigation.

School authorities have a responsibility to cooperate with the police and other civilian authorities. They also have a responsibility to students to function “in loco parentis” (in the place of parents) during school hours. Occasionally, circumstances may develop where school officials are asked by certain authorities for permission to interrogate a student or search a locker, personal property or person.

Assistance with in-service programs aimed at increasing staff knowledge and awareness of child abuse may be obtained by contacting the appropriate Child and Family Services Authority or the police.

School officials are expected to cooperate with child welfare and other appropriate civilian authorities in the execution of their duties.

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### **Procedures**

1. The School strongly encourages investigating officers and officials to conduct their investigation without recourse to interviews with students in school, unless they deem such interviews to be essential to proper investigation.
2. No person except school personnel, the parent or legal guardian of the student, law enforcement officers or child welfare workers shall be permitted to interview a student on school premises.

### **INTERVIEW BY CHILD WELFARE WORKERS**

3. When child welfare workers find it necessary to visit a school to interview a student, they shall report to the COO, provide appropriate identification, make known the nature of the investigation and indicate why the interview must be conducted at the school.
4. Interviews are to be permitted on the school premises for any investigation involving a suspected case of a child being in need of protection.
5. The child welfare worker has the responsibility to involve/inform parents and legal guardians of any investigation involving students under 18 years of age. The COO must receive assurance that the parent/legal guardian has/will be informed. The COO and child welfare worker will discuss when the child welfare worker will contact the parents.
6. The COO or their designate must be present at any interview of a student as a silent observer. The COO may explore with the child welfare worker whether it is in the child's best interests that a familiar staff member sit in on the interview as a silent observer. If the child welfare worker agrees, the COO will consult the student to determine whether a familiar staff member will sit in on the interview.
7. The COO or designate will bring the student to a private office where the interview will take place. Every attempt is to be made to minimize distractions for the child and disruptions to normal school operations.