

ABUSE AND INAPPROPRIATE CONDUCT REPORTING**

In the case of the discovery of abuse by or against a volunteer, the person who has uncovered this information has the responsibility to report it in the following manner:

IN THE CASE OF A CHILD UNDER 16 YEARS OF AGE THERE ARE TWO (2) STEPS:

Step 1: Contact the Ministry of Social Services. This means that if a person *suspects* abuse, he or she *must* report this to the Ministry of Social Services personally. They are not to pass the information to the Pastor, a counselor or a teacher, with expectation that the Pastor, counselor, teacher, or any other person will report it.

Step 2: Contact the Pastor to update him on the situation. The Pastor will notify the volunteer that he or she is to withdraw immediately from his or her ministry until further notice. The Pastor will then notify the office of the Archbishop's Delegate.

CHILD PROTECTION

Anyone who has a reason to believe that a child is being abused or neglected has a legal duty to report it. You are not expected to determine if a child is being abused or neglected, a trained social worker will make that determination. Members of the public are simply obligated by the law to report suspected abuse or neglect. If you do not report a suspicion of abuse or neglect, you could be fined up to \$25,000 or get a jail term of up to 24 months, or get both a fine and a jail term.

You can report information to:

- *any Social Services office;
- *a community crisis center or unit (check the inside cover of your phone book);
- *a police officer; or
- *a First Nations Child and Family Service Agency.

<http://www.socialservices.gov.sk.ca/childprotection>

**Copied from Section Two Page 40 of the Archdiocese of Regina Protocol for Responsible Parish Ministry Manual.

Section Seven
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