



# Mater Boni Consilii Academy

*To Educate. To Form. To Serve.*

## **Adult/Child/Impaired Person Relationships**

### **Abuse or Neglect of Children or Vulnerable Adults**

Neglect and abuse, whether physical, sexual or emotional, are matters of serious concern for all person involved in the care and education of children or vulnerable adults. Abuse or neglect of children or vulnerable adults is strictly forbidden and will not be tolerated by MBCA. Any employee found to have abused or neglected a child or vulnerable adult will be subject to disciplinary action which may include termination. Further, MBCA will report, or facilitate the reporting of, even suspected abuse or neglect to the appropriate authorities and will cooperate in any subsequent investigation.

A significant amount of media attention has been given to the subjects of abuse and neglect. Actions or behavior that may be completely innocent may nonetheless appear inappropriate to, or be misconstrued, by others. MBCA is aware of the sensitivity and complexity surrounding the issues of neglect, and physical, emotional and sexual abuse, and requires the cooperation of all employees should be alert for suspicious and unusual behaviour and adhere to the following guidelines for conduct. These guidelines are not intended to provide a complete list of acceptable behavior.

In dealing with children or vulnerable adults, two or more adults should be present and the following guidelines adhered to:

- Do not appear in front of a child or vulnerable adult unless appropriately clothed.
- Do not change clothes in the same room as, or in view, of a child or vulnerable adult.
- During activities that involve changing clothes, putting on bathing suits or taking showers, children or vulnerable adults should be supervised by two or more adults of their same sex.
- Adults should avoid riding alone in a car with a child or vulnerable adult.
- Do not strike or touch a child or vulnerable adult as a means of administering discipline or punishment.
- No child or vulnerable adult should be permitted to stay away from home overnight, at MBCA or otherwise, without the written consent of the custodial parent.
- No child or vulnerable adult should be taken on any type of trip or excursion without the written consent of the custodial parent.
- No child or vulnerable adults should be left alone or in the care of a minor.
- No child or vulnerable adult should be allowed to engage in hazardous activities.

Unless specifically appointed to do so, no one without due qualifications (e.g., medical nurse), will prescribe the use of medication, administer medication or provide medical attention, other than in emergency situations where the child's or vulnerable adults life is in imminent danger. To the extent

that it is practical, medical attention permitted under this provision will be administered only in the presence of another adult.

- No child or vulnerable adult is to be denied food, water or shelter.
- No runaway child is to be given sanctuary without making a timely report concerning the child's safety whereabouts to the custodial parent, or the authorities.
- Do not use derogatory language when addressing a child or vulnerable adult.
- Do not touch a child or vulnerable adult against his or her will.
- Do not touch a child or vulnerable adult on any portion of their body that would be covered by a bathing suit.
- Do not permit a child or vulnerable adult to visit in your quarters or your home.
- Be alert for suspicious or unusual behaviour. If necessary to meet with a child or vulnerable adult alone, do so in a place that is away from the ears of others, but in view.
- Respect a child's or vulnerable adult's boundaries of comfort relative to physical and emotional displays of affection.
- Children may seek to routinely spend time with or express affection to an adult they admire.
- Encourage children to be balanced in their association with others.

### **Reporting of Abuse or Neglect**

Unfortunately, no sure system exists to prevent the presence of an individual capable of abusing or neglecting another person. If an employee observes or reasonably suspects neglect, regardless of where the abuse or neglect may have occurred, when or by whom, it is their responsibility to make a report of the abuse to the Executive Director. In Ontario, a person having cause to believe that a child's or vulnerable adult's physical or mental health or welfare has been adversely affected by abuse or neglect is required by law to immediately report their belief to the appropriate authorities. Failure to report in a prompt fashion may result in civil or criminal action or penalties.

Professionals who are licensed or certified by the province, and employees who, in the normal course of their duties, have direct contact with children or vulnerable adults, have heightened responsibilities and a non-delegable duty to report upon first suspicion that a child or vulnerable adult has been or may be abused or neglected. To facilitate reporting and to help prevent neglect, physical, mental or sexual abuse from occurring, the following procedures and guidelines are to be followed:

- If an individual witnesses or reasonably suspects the mistreatment or abuse of a child or vulnerable adult, the individual will promptly notify the Executive Director. The individual may be asked to prepare a written report.
- Upon notification of abuse or neglect or suspected abuse or neglect, MBCA will make a report to the appropriate authorities, or assist the person providing notification to Administration in complying with statutory reporting requirements.
- In the event the person or suspected of abuse or neglect is affiliated with MBCA, until the matter has been resolved in full, the person accused will be removed from any situation where he or she is in contact with children or vulnerable adults.

- In such instances where a person affiliated with MBCA has been accused, if after a complete investigation, the charges are determined to be false, the accused will be placed in a suitable position.
- Employees who are found to have engaged in abusive actions involving children, or vulnerable adults, or others will be subject to discipline, including written or verbal warning, counseling, suspension, reassignment, demotion, or termination. In addition, employees engaged in abusive behaviour may be subject to prosecution and civil or criminal liability.