

Category: Legal
Policy Number: 5-3
Policy Name: Duty to Report a Child in Need of Protection

Purpose:

WPL affirms the duty of staff to report a child in need of protection as per the *Child, Youth and Family Services Act, 2017, SO 2017, C14, Section 125* (hereafter called the Act).

Policy:

Staff who have information that leads them to believe that a child has suffered or is likely to suffer physical, sexual or emotional harm from the person having charge of the child, must report this information to Family & Children’s Services of the Waterloo Region.

Harm includes neglect and failure to care for, provide for or supervise the child.

A Library employee working with children who fails to report such information is guilty of an offence under the Act.

Library staff who have information that they believe requires that Family & Children’s Services of the Waterloo Region be contacted, should immediately contact the CEO, or in her absence, the senior staff in charge. In consultation with the staff member, the Library will make the contact. If the Library decides not to proceed with the contact, there is nothing to prohibit the staff member from proceeding on his/her own.

Privacy and the Duty to Report:

Under the Act, the duty to report overrides the provisions for privacy that would normally apply under the *Municipal Freedom of Information and Protection of Privacy Act, R.S.O, 1990 (MFIPPA)*.

Document Record:

June 2003	Initial Release
July 2015	Reviewed
June 2019	Reviewed