



Responding to allegations of misconduct

The vast majority of adults who work with children in education settings act professionally. They seek to provide a safe and supportive environment, which secures the well-being and very best outcomes for children in their care. It is recognized that achieving these aims is not always straightforward. Misunderstandings can occur. It is here that staff behaviors can give rise to allegations being made against them. Allegations may be genuine, malicious or misplaced. They may arise from differing perceptions of the same event, but when they occur, they are inevitably distressing and difficult for all concerned.

In the event of an incident occurring, which may result in an action being misinterpreted and/or an allegation being made against a member of staff, student or volunteer, the relevant information should be clearly and promptly recorded and reported to the Supervisor and the Vice President or/ President of the Board. Early discussion with a parent or caregiver could avoid any misunderstanding.

Our Child Guidance for Contravention of Children Policy, child guidance review and program statement implementation review should be referred to when considering an allegation of misconduct. Please also reference our complaint policy and our staff development policy and serious occurrence policy. In the event of a complaint concerning the operational, physical or safety the following actions will be taken:

1. Correct the problem area.
2. Contact the Supervisor. If unavailable, contact the President of the Board.
3. Contact the Program Advisor at the Ministry of Education, Child Care Assurance and Licensing Branch.
4. Contact the College of ECE to report, if appropriate.
5. If necessary, seek legal advice.
6. Inform the complainant regarding action taken.

Add a link to child guidance for contravention policy, complaint policy and our staff development policy and serious occurrence policy.

Revised: November 2023 Tracey Marques and BOD.

Approved By: Sravani Tammishetti(Admin Assistant) on January 5, 2024

Seconded By: Matt McKarney (President) on January 8, 2024