

RESOURCES

Where to Turn ...

- A Child in Need of Protection - A Handbook for Staff - available from the Principal. The Short Guide is distributed to staff annually.
- Limestone District School Board Safe Schools Protocol; Human Rights Education Policy, E-21, available on line at www.limestone.on.ca (under Policy and Procedures).
- Ontario College of Teachers Professional Advisory Professional Misconduct Related to Sexual Abuse and Sexual Misconduct - available on-line at www.oct.on.ca.
- Legislation: available on-line at <http://laws.justice.gc.ca> and www.elaws.gov.on.ca regarding,

The Criminal Code of Canada
The Student Protection Act
The Safe Schools Act
The Teaching Profession Act

The Ontario Human Rights Code
The Child and Family Services Act
The Ontario College of Teachers Act

- Federations / Unions/ Associations:

CUPE 1480:

Doug Stevenson, President	613-389-8932, Bayridge SS
Burton Burns, Vice-President	613-353-2868, Storrington PS
Mavis Hulley, Vice-President	613-634-4995, Cataraqui Woods ES

ETFO:

Michael Lumb, President (local office)	613-634-8163
Provincial Office	1-800-838-3836

ETFO Occasional Teachers:

Ken Gee, President	613-353-6292
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OSSTF (including Occasional Teachers):

Susan Kirby (District Officer)	613-546-6985
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Ontario Principals' Council

1-800-701-2362

Limestone DSB Managers

Peter Lynch	613-544-6925, ext. 262
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Non-Union Association

Dwight Sheard	613-544-6925, ext. 205
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SEXUAL MISCONDUCT

**A preventive resource for employees
and volunteers of the
Limestone District School Board**

As an 'education employee' or volunteer, you are a responsible, caring adult who is regarded as a role model for students and a trusted member of the community. This resource pamphlet has been developed to help make sound professional judgements regarding your interactions with students.

Sexual Misconduct is defined as "offensive conduct of a sexual nature by a Board employee or volunteer towards a student which includes, but is not limited to: sexual abuse, sexual harassment and sexual relationships."

*Limestone District School Board
Human Resources Services
Postal Bag, 610, 220 Portsmouth Avenue
Kingston, Ontario K7L 4X4
613-544-6920
www.limestone.on.ca*

DO

Using Good Judgment - The following lists actions that employees and volunteers can undertake to reduce the risks of allegations.

- DO deal with students in a professional and caring manner.
- DO ensure that a third party is present or aware of meetings with students.
- DO leave office and classroom doors open.
- DO reinforce positive student behaviour and achievement without hugging or touching.
- DO let students know when they are overstepping your personal boundaries.
- DO arrange for parents to drive students to school activities and home from school activities.
- DO have another adult present when giving first-aid to a student.
- DO consult with a Supervisor or Principal if uncertain or uncomfortable with a situation.

DON'T

Situations to Avoid - The following lists situations which should be avoided. These actions may be seen as 'grooming behaviour', which includes, but is not limited to, any conduct which may lead to an unprofessional and inappropriate relationship with a student.

- DON'T send intimate letters to students.
- DON'T make telephone calls of a personal nature to students.
- DON'T exchange personal notes, comments or e-mails.
- DON'T engage in sexualized dialogue, (including through the Internet), with students.
- DON'T make suggestive comments to students.
- DON'T make physical, verbal, or written contact of a sexual nature.
- DON'T participate in repartee or witty exchanges with students which might be viewed at the time, or later, as risque or as containing sexual innuendo.
- DON'T invite individual students to your home or cottage.
- DON'T see students in private and / or isolated situations.
- DON'T share highly personal information about yourself.
- DON'T become directly involved in students' personal lives.
- DON'T be alone with an individual student, isolated from other observers, behind closed doors, except in urgent or emergency circumstances.
- DON'T see students in private or non-school settings.
- DON'T drive individual students to and from school.
- DON'T use student washrooms.
- DON'T become a personal friend, confidante or surrogate parent.
- DON'T date students or former students under the age of 18.
- DON'T give personal gifts to individual students.

IF AN ALLEGATION OF SEXUAL MISCONDUCT IS MADE:

What individuals should do, as recommended by respective employee or volunteer groups.

ETFO

1. Do not consent or participate in any interview.
2. Make no statement to anyone regarding the allegation/charges.
3. Say ... "I am willing to cooperate but I am unable to comment until I contact the Federation and legal counsel."
4. Call ETFO Professional Relations Services at 1-888-838-3836 and state your call is urgent.

OSSTF

1. Do not consent or participate in any interview.
2. Make no statement to anyone regarding the allegation/charges.
3. Say ... "I am willing to cooperate but I am unable to comment until I contact the Federation and legal counsel."
4. Contact the OSSTF District 27 office at 613-546-6985 and state your call is urgent, or contact the Provincial Office at 1-800-267-7867 and ask for the duty officer.

CUPE

1. Do not consent or participate in any interview.
2. Make no statement to anyone regarding the allegation/charges.
3. Say... "I am willing to cooperate but I am unable to comment until I contact CUPE 1480 and legal counsel."
4. Call your local CUPE 1480 representative and state your call is urgent.

OPC

1. Do not consent or participate in any interview.
2. Make no statement to anyone regarding the allegation/charges.
3. Say... "I am willing to cooperate but I am unable to comment until I contact OPC and legal counsel."
4. Call OPC AT 1-800-701-2362 and state your call is urgent.

NON-UNION ASSOCIATION AND MANAGERS

1. Do not consent to participate in any interview.
2. Make no statement to anyone regarding the allegation/charges.
3. Say..."I am willing to cooperate but I am unable to comment until I contact legal counsel."

VOLUNTEERS

1. Seek legal counsel.