

# Scouts Canada Youth Protection: Procedures and Guidelines for Leaders

Scouts Canada has rigorous procedures and guidelines in place related to the safety and wellbeing of our members. We have a rigorous process in place for suspending, investigating and, if necessary, terminating Scouters/adult members accused of abusing youth. In addition, our procedures define a process to communicate with other Scouters/adult members, parents and youth in a group where a current leader has been accused or charged with child abuse.

**As a Scouts Canada leader, you have a legal duty to report if you suspect that a youth has been or is at risk of being physically or emotionally harmed (including sexually molested) by a person having charge of the youth, or if you observe a violation of Scouts Canada Youth Protection Procedures and Guidelines.**

## In The Event of a Suspected Incident of Abuse

When a youth member or parent contacts a member of Scouts Canada with a complaint of abuse against a youth member, or if the police contact Scouts Canada to inform us of charges against a current Scouter/adult member, the following steps should be taken immediately.

1. Listen, believe and reassure. Stay calm. Don't panic or over react to the information. Listen compassionately and take what the person is saying seriously.
2. Advise the person that you are required to and will report the occurrence to the appropriate Child Protection Authority as well as the Scouts Canada Council Executive Director. No judgment statement should be made about the alleged abuser, nor should you show alarm or anger.
3. Ensure the youth is not in any further danger.
4. Advise the person they will hear further directly from the Child Protection Authority.
5. Advise the youth or parent that all information will be kept confidential and only the Child Protection Authorities, Council Executive Director and Scouts Canada Executive Director of Compliance will be provided with the information.
6. Contact your Council Executive Director and the Child Protection Authority immediately following the discussion.
7. As soon as possible, write a detailed report of your discussion regarding alleged or suspected abuse, including who, what, when, where, how, but not why. Give your written statement to your Council Executive Director as soon as possible following such a discussion.



## Council Executive Directors are to immediately:

1. Contact Child Protection Authority at once.
2. Contact the Scouts Canada Executive Director of Compliance: ([scheng@scouts.ca](mailto:scheng@scouts.ca)) and the Executive Director of Communications: ([jpetitti@scouts.ca](mailto:jpetitti@scouts.ca)).
3. Take action to suspend the volunteer against whom a complaint has been made as quickly as possible.
4. Refer all media calls to the Executive Director of Communications.
5. Refer all requests from police or any other investigating agencies, including lawyers, for information or records, to the Scouts Canada Executive Director of Compliance.

On the advice and with the cooperation of the police or Child Protection Authority, the Council Executive Director will:

1. Meet with the Scouters and Group Committee of the Group involved.
2. Meet with the parents of the affected Group.
3. Arrange for a youth-oriented abuse education/awareness session for youth members of the Group.
4. Offer and arrange for the provision of individual counseling for youth, parents and other adults.

This process must also be used for "historical" cases where there are affected youth and adults active as current members.

## Additional Resources:

### Scouts Canada's Bylaw, Policies and Procedures:

- [Duty of Care](#)
- [Membership and Registration](#)
- [New Leader Training – Woodbadge Course Training Standards](#)
- [Parent's Guide on Child Abuse](#)

