

## Atlantic Provinces Special Education Authority

[ASL translation](#)

Procedure Title: **Reporting Child Abuse**

Approval Date: **April 2022**

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**Child Abuse** - Behaviour that renders a minor child/youth a “child in need of protection” under the [Children and Family Services Act](#) of Nova Scotia; the [Family Services Act](#) of New Brunswick; the [Child, Youth and Family Services Act](#) of Newfoundland and Labrador; or the [Child’s Protection Act](#) of Prince Edward Island

For the purposes of this procedure “abuse” will include:

- *Physical Abuse* – The intentional use of force on any part of a child’s/youth’s body that results in injury.
- *Emotional Abuse* - Anything that causes serious mental or emotional harm to a child/youth.
- *Sexual Abuse* - The improper exposure of a child/youth to sexual contact, activity, or behaviour.
- *Neglect* - Any lack of care that may cause significant harm to a child's/youth’s development or endanger a child/youth in any way.

APSEA employees are required to report and respond to suspected child abuse in the course of their work as per provincial legislation.

Everyone has the duty to immediately report to a child protective services agency, even a suspicion that a child/youth under 19 may need protective services. Reports may be made anonymously. Once a report is made, child protection social workers assess the information provided to determine an appropriate response.

APSEA employees who suspect a child is being abused or neglected **must** contact the child protective services agency in the area where the child lives, and enquire if it should also be reported elsewhere, preferably by telephone or in person.

To find the child protective services agency in the child's area, please contact the appropriate department:

- **Nova Scotia Department of Community Services:**  
<https://novascotia.ca/coms/department/contact/index.html>  
For an emergency occurring outside of regular business hours phone 1-866-922-2434.
- **New Brunswick Department of Social Development:** 1-833-SDDSTel (1-833-733-7835);  
for an emergency occurring outside of regular business hours phone 1-800-442-9799.
- **Newfoundland and Labrador Department of Child, Youth and Family Services:** 1-833-552-2368 or contact your local police.
- **Prince Edward Island Department of Family and Human Services:** 1-877-341-3101; for  
an emergency occurring outside of regular business hours phone 1-800-341-6868.