



CARCROSS/TAGISH FIRST NATION

Book Two: C/TFN Family Act Policies and Procedures

December 2025

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Introduction

Welcome to the Policies and Procedures Manual which supports the implementation of *Book Two: C/TFN Family Act*.

The policies found in this manual inform the procedures and operations of those working to implement the Family Act on a day to day basis. They guide decision making processes to achieve the goal of strong families raising healthy children. To achieve this strength and health, this manual connects Citizens to their traditional values, territory and way of life.

These policies are developed under direction of Family Council and through consultation with staff working in the C/TFN Health & Wellness Department. This manual has been approved by the C/TFN Executive Council and Family Council.

All policies are created to reflect our Constitutionally recognized Fundamental Concepts, Traditional Practices, Virtues and Values, and Holistic Wellness as described below.

Why is this important for C/TFN Government?

At the center of C/TFN's efforts is **Family**. It is C/TFN's belief that all other efforts of the Government (Clans, Elders Council, Executive Council, General Council, Family Council) must focus on the health and wellness of **Family** and all who make up the family (pre-born, through youth, adulthood, elders to ceremony for those who are deceased).

First, taking back responsibility for such an important part of our business as a self-governing First Nation needs great care and attention to **how** our government delivers good programs and services to Citizens in the "right way", the way of the C/TFN people. This manual provides what our Government and Administration need to stay on track with this important work.

Second, we need the resources that support your Administration who deliver these important services. This manual will help with the negotiations with Canada and the Yukon government to get financing and support to achieve the goals of *Book 2: C/TFN Family Act*.

At the end of the day, we, as Citizens of the C/TFN need comfort that our Government is doing its best to take this responsibility back in ways that reflect the values and traditions of the C/TFN people.

What this Manual is and what it is not

This Manual does *not* replace all the good work of our leadership who played important roles in our journey since *Together Today for our Children Tomorrow* was first written in 1973. It is anchored by all of this hard work which resulted in our Land Claims Agreement, our Self-government Agreement, the C/TFN Constitution, and Laws that our General Council has passed since we returned to self-government in 2005 (these laws include *Book 2: C/TFN Family Act* which is the foundation for this manual).

So, you will not find all the good works from those documents repeated here. Key elements of *Book One: Traditional Beliefs and Practices: Our Place, Our Responsibilities* and *Book Two: C/TFN Family Act* are included below to set important context, but we should all spend time reading those laws so we understand how all parts of those Books fit together to show us where we are today, and where we plan to go in the future.

A Living Document

The power is with us. Just as we can amend our Constitution and our Laws, this is our Policies and Procedures Manual that we can change when we see better ways for our Government to serve all of us. As a “living document” it is alive to our needs, not to some foreign government which was the way of the past.

Together, we can shape our future using all of our *tools*: our Self-government Agreement, our Constitution, our Laws and these important policy documents. When you see something Government needs to know, do not hesitate; tell your leaders, especially through the good works of your Family Council. They are here to serve us.

Role Specific Policies Lists

This is a large document covering multiple departments and subjects each of which is vital for effectively implementing *Book Two: C/TFN Family Act*. As there are many individuals and bodies involved in this work, lists of the most relevant role specific policies have been created and can be found in the appendix to this document.

Abbreviations

Throughout this document there are some abbreviations used:

EC – Executive Council

FC – Family Council

GC – General Council

Director – Director of Health & Wellness at C/TFN

ED – Executive Director at C/TFN

Book 2 - Book Two: C/TFN Family Act

Family Act - Book Two: C/TFN Family Act

Holistic Wellness – C/TFN’s Medicine Wheel

Nǎn ye chu ye ts'adnāl
How We Walk with the Land and Water
Aat á x yaa has na.át. aáni ka heen

A TKC Elder spoke about how they used to travel on the land.

"We used to travel all over the land, walking and with a boat. That is why we have relations everywhere. We knew where everything was including small game. The young people don't do this anymore, they are just connected with technology".

A CTFN heritage staff person discussed how things used to be when First Nations got together:

"People used to gather every five years and talk about how the land should be managed. There were no lines or borders just respect. This was adaptive management, where the land was always watched through traditional monitoring".

Fundamental Concepts from Book One and Book Two

Fundamental Concepts

Balance: Living in balance means nurturing the physical, spiritual, mental, and emotional aspects of oneself while honoring the interconnectedness of all beings and elements, fostering personal growth, harmonious relationships, and community well-being.

Self-esteem: Esteem is respect for others, while self-esteem is self-respect, with healthy self-esteem fostering confidence, growth, and positive relationships, while its absence can lead to arrogance, conflict, and harmful behaviors.

Love: Love is a deep, unconditional care for all of Creation, including oneself, expressed through kindness, patience, and reverence, fostering connection, well-being, and harmony in life and relationships.

Wisdom: Wisdom is the integration of knowledge, experience, and ancestral teachings, demonstrated through understanding, humility, sound decisions, and an appreciation of life's interconnectedness and simplicity.

Traditional Practices from Book One and Book Two

Connection: All living and non-living things on Earth are interconnected through a shared ancestry, spiritual kinship, and mutual dependence on the health of the environment, emphasizing the need for reciprocity and awareness of this unity.

Consensus: Consensus is a collaborative process where diverse perspectives are considered to reach an outcome that is broadly acceptable, though not necessarily perfect, fostering open dialogue, mutual respect, and strategic decision-making for the greater good.

Laws: Incorporating values from our stories and traditions into laws ensures our vision aligns with our principles, fostering holistic justice that heals emotions, relationships, and lives—unlike the European legislative system, which often lacks this balance.

Virtues and Values from Book One and Book Two

All policies are created with our Constitutionally recognized virtues and values in mind to serve all Citizens of the Carcross/Tagish First Nation.

Selflessness	Honour	Respect	Courage	Integrity	Knowledge	Compassion	Honesty
Sharing	Loyalty	Acceptance	Preservation	Modesty	Creativity	Forgiveness	Truthfulness
Generous	Devotion	Diligence	Volition	Humility	Life Skills	Caring	Trust
Co-operation	Responsibility	Obedience	Sacrifice	Self-discipline	Curiosity	Empathy	Accountability
	Service	Humour	Patience	Moderation	Gratitude	Kindness	

Book One – Traditional Beliefs and Practices: Our Place, Our Responsibilities

Summary of content from Book One that is guiding policy for Book Two: C/TFN Family Act

C/TFN's Book One outlines the foundational principles guiding the community's way of life, deeply rooted in traditional beliefs, values, and practices which emphasizes the interconnectedness of all things and the importance of living in harmony with the land, families, and the larger Kwáan (community). It calls for respect for the Creator, ancestors, and all living beings, recognizing that every person has a role in sustaining the wellbeing of the collective.

Key principles:

Responsibility to the Land and Community: Each individual has a duty to care for the land and its resources, ensuring that they are used wisely and preserved for future generations. The community's strength depends on maintaining balance between Clans and sharing responsibilities equally among all members and Clans recognizing that all Citizens are equal free of any hierarchy.

Honoring Virtues and Values: C/TFN emphasizes living by the traditional virtues of Selflessness, Honour, Respect, Courage, Integrity, Knowledge, Compassion and Honesty. These values guide interactions within families, Clans, and the broader Kwáan, fostering unity, self-discipline, and wisdom.

Consensus and Inclusivity: Decision-making is based on consensus, where all voices are heard and respected (under the guidance of the matriarchs). Inclusivity is crucial for maintaining strong connections and ensuring that every member of the family and community is valued and supported.

Self-Reliance and Conflict Resolution: Clans and individuals are encouraged to rely on traditional processes such as Circles and Peacekeepers to address challenges and prevent conflicts from escalating. By embracing self-reliance, the community can resolve issues through respectful dialogue, reinforcing unity and trust.

Balance of Roles and Relationships: The balance between being both a provider and a dependent throughout life is highlighted. From childhood to Elderhood, every stage of life involves giving and receiving, contributing to the collective wellbeing of families and the community.

C/TFN's traditional beliefs and practices focus on maintaining harmony, respect, and responsibility within the Kwáan, ensuring that the community thrives by upholding its ancestral teachings and values.

The Creation Story of Book Two: C/TFN Family Act

The journey to the Family Act began in the early 1990s, a time of great transformation and reflection for C/TFN. At the heart of this story is the dedication to the strength and importance of the *family*, the guidance of Elders, and the resilience of a community determined to strengthen its governance and values and to ensure that nobody is left behind.

The Foundations: Research and Reflection

On October 5, 1997, C/TFN passed their Constitution to replace the Indian Act with an elected Chief and Council and realized that there were more of their children in the government run child welfare system than there had been during the height of the residential school system. C/TFN had never relinquished to the government the rights to manage the welfare of their own children or families.

Spurred on by this discovery, under the leadership of C/TFN Elders and Chief Mark Wedge, the groundwork for a new way of governance – including child and family welfare - was laid. The Clan Governance Research (CGR) project started in 1992 aimed to reintroduce the traditional C/TFN Clan system as an alternative to the elected council structure imposed by the Department of Indian Affairs. The aim was to reconnect the Nation to its cultural roots and ancestral governance systems.

As part of this project, youth researchers traveled through Inland Tlingit communities to interview Elders. These Elders, many of whom had lived through the profound changes and unimaginable challenges of the last century, shared over 500 stories, offering invaluable insights into C/TFN’s traditional knowledge, laws, and values. Each story was meticulously recorded, documented, and analyzed. From them the 38 foundational values that became the bedrock of future legislation were identified. These are detailed above in the paragraph on Virtues and Values.

History is so important. It is most important in the recent times between pre-contact and where we are today. Our people, and all those who work with us must understand our history during this tumultuous time. Orientation and training for everyone (our leaders on Council, our Clans, our employees in the Government, and all those in our community who we rely on to support *Family* with health and wellness) is a high priority in the implementation of the Act. The trauma created by Residential School, by colonial governance imposed on us, and by the removal of our people from our most important relation with our Land, must be understood by all those who work to build wellness among our *Families*, our people!

You will find in this extensive Policy and Procedures Manual many times where this kind of orientation and training is required. The list includes:

- 1.4 Family Council Orientation and Training
- 2.2 Supervision/Oversight of Director
- 2.6 Supervision/Oversight of “Community Child Advocate” (and Other Advocates)
- 2.14 Establishment and Implementation of a Supervision Model (Clinical Case Supervision)
- 2.18 Capacity Building for C/TFN Citizens
- 3.0 Kinship - Cultural Framework

Building the Vision: Constitution and Clan Governance

The CGR project published in 2001, advanced the implementation of the C/TFN Constitution in 1997, a historic milestone that formalized the Clan system and set the stage for self-governance. This Constitution has undergone three reviews, the most recent in 2021, ensuring it continues to reflect the evolving needs and aspirations of the Nation.

The Family Act Takes Shape

The vision for the Family Act crystalized in 2000 when Christle Moulton (Wiebe), with the mentorship of Barry Stuart, began drafting this groundbreaking legislation. Barry, a former Chief Judge of the Territorial Court of Yukon, had extensive experience and understanding of the functioning and the flaws of the existing family court and welfare system in Yukon. With expertise in restorative justice, he brought a wealth of knowledge to the project. Christle and Barry together with Beverly Sembsmoen - among others - began drafting *Book One Traditional Beliefs and Practices: Our Place, Our Responsibilities*. They worked tirelessly to ensure it reflected both traditional laws and modern legal principles.

The work was not without challenges. As an Indian Act Band at the time, C/TFN had limited access to federal funding, relying instead on support from organizations like the Walter Duncan Gordon Foundation and a shared commitment to the welfare of C/TFN families.

The Role of Elders and Youth

Throughout the process, the Elders' Advisory Committee, formed of representatives from each Clan, provided critical guidance. This Advisory Committee ensured every aspect of the legislation aligned with traditional values and practices. Youth played a vital role as well, helping to document and preserve the stories that informed the Act's principles.

The Elders in conversation with nGI stressed how important it is to honour and support all of the life cycle. No one can be left out as everyone in the **Family** must be respected and supported.

Confronting Challenges

The journey to creating the Family Act has not been without challenges. A pivotal moment came in 2007 during discussions about child welfare in Yukon. At the time, more Indigenous children were in care than at the height of residential schools, a stark reminder of the ongoing impacts of colonialism. When asked, "Who is going to tell us no?" C/TFN leaders resolved that no one would stand in the way of their right to care for their children.

Despite submitting detailed feedback to the Yukon government's child welfare law review, only the recommendation to create the role of the Child Advocate was adopted. This underscored the need for C/TFN to forge its own path.

Ratification and Beyond

The Family Act has taken over 20 years of dedication, consultation, and revision to draft. In 2022, *Book One* was enacted and accepted as law by the General Council of C/TFN, a testament to the community's perseverance and unity.

Book Two: C/TFN Family Act was passed by General Council (GC) and proclaimed – with the exception of Part 7 (Protective Intervention) - on August 18, 2008. In theory this means that parts 1-5 focusing on preventative care, are of legal force and effect. However, because work has continued to be done on the text of the Act since its passage there is no record of the Act as it was passed with the result that currently none of the Act or regulations are of force and effect. (*Per: Gavin Gardner email Jan 17, 2025*)

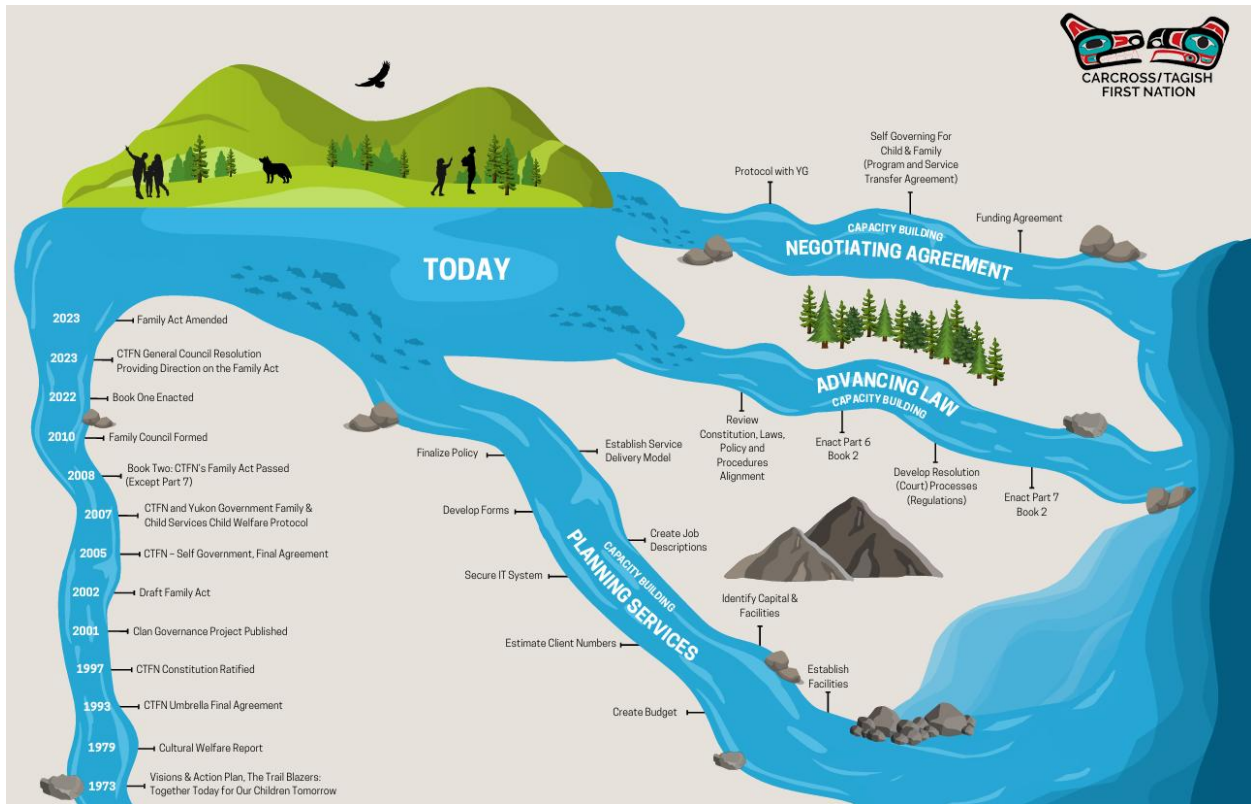
A Legacy of Resilience

Book Two: C/TFN Family Act stands as a powerful symbol of self-determination and cultural resilience. Rooted in traditional knowledge and guided by the wisdom of Elders, it represents a profound commitment to the well-being of C/TFN families and the preservation of their heritage.

Much work remains to be done. The Nation is working to ensure that C/TFN traditional ways and the existing western laws and institutions can work together for the benefit of all as the Family Act continues its journey.

As C/TFN refines and expands its laws, the creation of the Family Act remains a beacon of what can be achieved when a community comes together with a shared vision for its future.

The Journey so far of Book Two: C/TFN Family Act



Book Two: C/TFN Family Act Statements of Policy

Part 1 of Book Two: C/TFN Family Act - Foundations of Our Approach to Children and Family

The Carcross/Tagish First Nation (C/TFN) wants to address family wellness, traditional values based education, and safety through laws that are deeply rooted in the culture, virtues, and values of the Tlingit and Tagish people, reflecting our unique Kustéeyi (culture) and Kustí (way of life). We will ensure that our teachings guide us in all aspects of life and remain at the heart of our governance.

Foundations of Our Laws

Our desire is to implement the fundamental laws found in the lessons from the stories *in Book One: Traditional Beliefs and Practices: Our Place, Our Responsibilities*, which provide an essential understanding of C/TFN traditional beliefs and practices. (This book serves as the cornerstone of all our Traditional Teachings and guides the interpretation of all C/TFN laws alongside our Constitution.)

Focus on Family and Social Structure

This policy, based on the principles set out in the Act, will place at the centre of the work by C/TFN government to support the well-being of our people, *family* as the foundation of our nation and the primary source of well-being for our people. Central to meeting this policy objective is our kinship system, based on moieties and Clans. Our work embraces support to all stages of life from before birth to after death.

Traditional Teachings and Responsibilities

The policy objectives in our Traditional Teachings emphasize the responsibilities, through balanced connections of our families, Clans, and Nation, to nurture and care for our children and families.

Commitment to Well-being and Respect for Land and Water and to Each Other

Our policy objectives not only guide our internal relationships within families, Clans, and the Nation, but also extend outward, to our interactions with other people, governments, and Mother Nature. A foundation of Traditional Teachings is the duty to care for and respect land and water as our Mother. (Land, natural resources, water, wildlife, and air.)

Contemporary Stories and Evolving Practice

Our policy context embraces not only the past and our traditional ways, but also contemporary stories that illustrate how our traditional values are applied in modern times to address current challenges within a rapidly changing environment. (Our core virtues and values remain steadfast within this context.)

The Wisdom of Our People

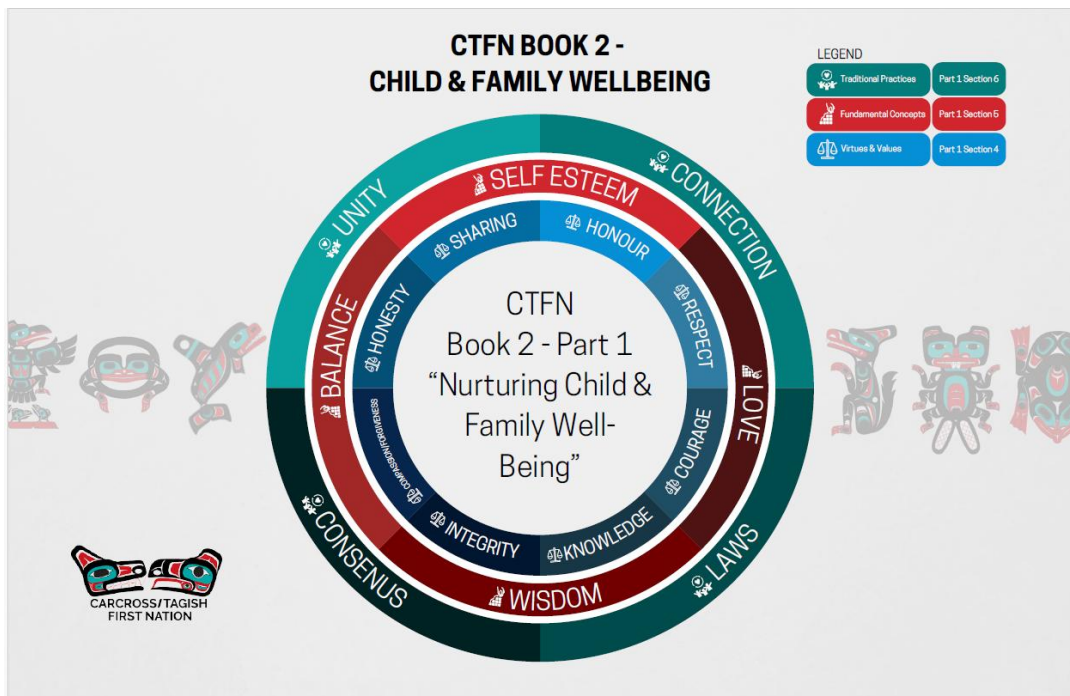
The policy foundation here is based on the lived wisdom and experiences of our people, past and present, continuing the growth of our Traditional Teachings, like new sprouts on a living tree.

Honouring and Embracing Traditional Language and Culture

We wish to build upon our languages, Tlingit and Tagish words, such as Kustéeyi, Kustí, Kwáan, and Dikée Aanǰáawu (Creator), as our languages are fundamental to getting closer to our culture and values, rooted in our traditional ways, as well as contemporary narratives and modern ways.

Virtues and Values in C/TFN

C/TFN will implement throughout this Policies and Procedures Manual the fundamental virtues and values that form the core of how we live, work, and uphold our responsibilities to our children, families, and community with the central focus being *family*.



All of these policies and procedures are based on the virtues and values of our First Nation reflected in this wheel.

In addition, the frame of reference for all that we do will pursue Belonging, Balance, Love, Wisdom and Self-esteem with the end goal being **Unity**.

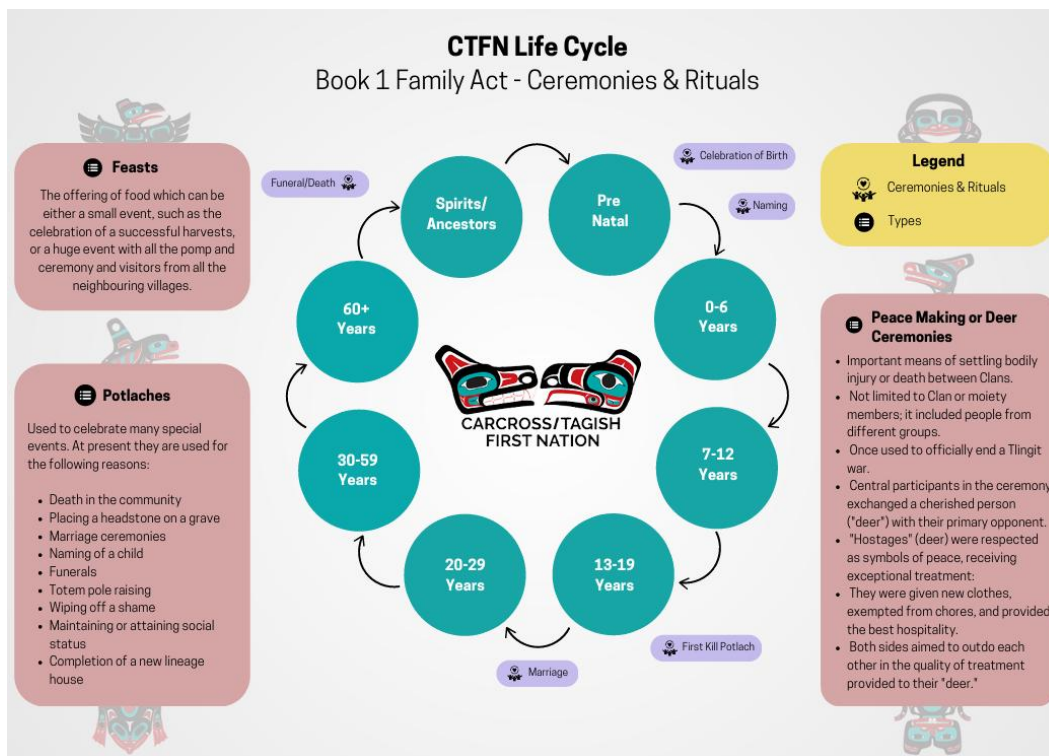
Part 2 of Book Two: C/TFN Family Act - Raising and Nurturing Children

The policies and procedures will reflect the roles and responsibilities of these key members of the C/TFN society, and how they relate to each other in achieving the goals of strength and wellness in all parts and activities of **family**: children, parents, grandparents, aunts and uncles, and Elders.

Part 3 of Book Two: C/TFN Family Act - Importance of Ceremonies, Rituals, and Celebration

We will conduct our business at all levels of government (General Council, Executive Council, Elders Council, Judicial Council, Family Council, Youth Council, Clans, and Moieties) through ceremony to elevate support for our families, children, and Citizens in ways that reflect the time honoured culture of our people.

In our traditional way we will embrace ritual and hold celebrations to support our traditional ways and honour those among us and those ancestors who have for thousands of years ensured our survival and strengthened our world.



Part 4 of Book Two: C/TFN Family Act - Clan Processes: Honouring our Clan Responsibilities

Our policy commitment is, and our procedures will reflect, the fundamental role of Clans in implementing the Family Act. This will enable Clans to develop their own paths to resolve contemporary challenges and honour our individual and shared rights and responsibilities in ways that may be different from each other but reflect the individual Clan ways of being and ways of doing.

Part 5 of Book Two: C/TFN Family Act

1. Governance

1.1 Appointment Process for Family Council

<p>POLICY STATEMENT: A comprehensive and inclusive approach is adopted by C/TFN in the appointment of members to Family Council.</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction)</p> <p>Connection; Traditional Laws; Unity; Gender Balance</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Balance Self Esteem Love Wisdom</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Spiritual – inter-connectedness; Mental – respect; Emotional – inter-relationship</p> <p>Life stage: Youth Adult Elder</p> <p>Season: Winter Spring Fall</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values)</p> <p>Compassion Sharing Cooperation Loyalty Service</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> • The process honors and upholds C/TFN’s traditional Clan governance system and cultural protocols. • Elders' wisdom and insights are integrated into all stages of the appointment process to ensure alignment with C/TFN’s heritage and values. • Each nominating body and Executive Council will ensure appointees embody core virtues of respect, honesty, humility, courage, compassion, and truth, ensuring their actions and decisions align with these principles. • The council reflects a balanced and inclusive representation of all Clans, genders, age groups, and community within the Nation. • The appointment process includes meaningful input and participation from the community, strengthening trust and collective ownership. • Opportunities are created for younger members to participate and learn, fostering the next generation of leaders. • The process is conducted with clear communication and openness, ensuring appointees are accountable to the community and their respective nominating bodies. 			

- Appointees possess a strong understanding of C/TFN traditions, history, and governance structures, as well as effective communication and collaboration skills.
- The appointment process promotes harmony and strengthens relationships within and across Clans.
- Appointments are formally recognized through traditional ceremonies, affirming the sacred responsibilities and commitments of Family Council Members.
- Appointees are dedicated to serving the collective well-being of C/TFN, ensuring decisions benefit all members of the Nation.
- The appointment process is periodically reviewed and refined to remain responsive to the evolving needs and aspirations of the Nation, while staying grounded in traditional governance principles.

Practices and Procedures:

- The Director of Health and Wellness (Director), consistent with the regulations and Terms of Reference, shall coordinate getting the nominations for appointments to Family Council.
- The Director will reach out to all identified parties in the regulations with responsibility for nominations.
- The Director will prepare a decision document with all required materials for consideration by the Executive Council for formal appointment of Family Council.
- The Executive Council will make appointments as soon as possible following receipt of the decision document prepared by the Director. (*FC Reg s.3, s.1*)
- Where there is a vacancy in the role of Chair or Deputy Chair, as a first order of business Family Council will fill the vacancy at the next scheduled meeting of Family Council. (The three Deputy Chairs are important for Family Council to form panels)

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

D: EC

R: FC and Clans

I: Elders Council and Youth Council

References:

Family Act

Family Council Regulation (2023)

Family Council Terms of Reference

Amendment Date:

1.2 Family Council’s Role in the Appointment of Family Council Members

POLICY STATEMENT: Family Council will nominate to Executive Council for appointment the names of two community representatives.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Connection; Traditional Laws; Consensus; Unity; Gender Balance	Relevant Family Act Fundamental Concepts: (refer to the explanation of each in the introduction) Balance Self Esteem Love Wisdom	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Spiritual Mental Emotional Life stage: Youth Adult Elder Season: Winter Spring Fall	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Respect Honesty Humility Compassion
Outcomes to be achieved: <ul style="list-style-type: none"> • The process honors and upholds C/TFN’s cultural protocols. • Family Council reflects a balanced and inclusive representation of all Clans, genders, and most age groups within the Nation, and Family Council’s nominations can be used to achieve balance across these categories if needed. • The appointment process includes leadership from the Clans, as well as meaningful input and participation from the community through Family Council’s nominations that strengthen trust and collective ownership. • Family Council will ensure that nominees possess a strong understanding of C/TFN traditions, history, and governance structures, as well as effective communication and collaboration skills. • Family Council will seek nominees who are dedicated to serving the collective well-being of C/TFN, ensuring decisions benefit all members of the Nation. 			
Practices and Procedures: <ul style="list-style-type: none"> • The Director, consistent with the Family Act, <i>Family Council Regulations</i>, and <i>Family Council Terms of Reference</i>, shall coordinate the securing of nominations for appointments to Family Council, including the two nominations from Family Council. • The Director will reach out to Family Council for its two community nominations within two weeks of being notified that there is a vacancy in these two positions. 			

- The Director will prepare a decision document with all required materials for consideration by the Executive Council for formal appointment of Family Council.
- The Executive Council will make appointments as soon as possible. (*FC Reg s.3, s.1*)
- Where a vacancy occurs in either the position of Chair or Deputy Chair, as a first order of business at the next meeting of Family Council, Family Council will determine a Chair and/or three Deputy Chairs from among Council members. (The three Deputy Chairs will be available for Family Council to form panels.)

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

D: EC

R: FC and Clans

I: Elders Council and Youth Council

References:

Family Act

Family Council Regulation (2023)

Family Council Terms of Reference

Amendment Date:

1.3 Family Council Terms of Reference

<p>POLICY STATEMENT: The Terms of Reference for Family Council are a key reminder of the values of C/TFN and the role of the Council in meeting the objectives of the Family Act, and it is important for Family Council to remain aware of and work in alignment with the Terms of Reference on an ongoing basis.</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction)</p> <p>Laws Consensus Connection</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Balance Wisdom</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Spiritual Mental Emotional</p> <p>Life stage: Youth Adult Elder</p> <p>Season: Winter Spring Fall Summer</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values)</p> <p>Respect; Integrity; Service;</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> ● Ensure that current and new members of Family Council remain aware of and in alignment with its Terms of Reference. ● Ensure that the Terms of Reference are consistent with the expectations of C/TFN’s families, community, and government. 			
<p>Practices and Procedures:</p> <ul style="list-style-type: none"> ● The Terms of Reference for Family Council will be reviewed every six months at regularly scheduled meetings of the Council. ● Review of the Terms of Reference will also occur at meetings of Council when new members or alternates are appointed. ● Annually Family Council will review the Terms of Reference to determine if changes are required for consistency with the Family Act regulations and values and directions of the Nation and community. ● If changes are considered appropriate at the annual review, Family Council will undertake to discuss any changes with General Council at the next scheduled meeting. ● After the meeting with General Council, if identified as important by a Clan, Family Council will meet with the Clan at the earliest opportunity to discuss the Terms of Reference and possible changes the Clan may wish to recommend. 			

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): D: FC I: Clans; GC
References: Family Council Terms of Reference Family Act Family Council Regulation (2023)
Amendment Date:

1.4 Family Council Orientation and Training

<p>POLICY STATEMENT: C/TFN, its families, and Clans will be well served by members of Family Council who understand the history and values underlying the Family Act, the needs of families and the community, and who embrace the values of consensus building and cooperation.</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction)</p> <p>Connection Consensus Laws</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Balance Self Esteem Love Wisdom</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Spiritual Mental Emotional Physical</p> <p>Life stage: Adult Elder</p> <p>Season: Winter Spring Summer Fall</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values)</p> <p>Knowledge Integrity Selflessness Honour Compassion</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> To ensure that all Family Council members have the capacity to carry out their responsibilities as described in the Family Act, Regulations, and Terms of Reference. The objectives of the <i>Training Framework for Family Council</i> members will be achieved. 			
<p>Practices and Procedures:</p> <ul style="list-style-type: none"> At the first meeting of Family Council each calendar year, the matter of training for the Council will be an agenda item for discussion, the objective being to update the training framework for Family Council members. New members to Family Council will be given a full orientation and a plan for training based on the training framework within one month of taking on the role. Orientation of new members will be provided by the Director and Chair or Deputy Chair of Family Council. For specialized training, the Director and Chair will ensure appropriate experts are retained to conduct training. The Director will be responsible for ensuring that the budget contains appropriate resourcing for Family Council training annually. 			
<p>Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve(A)): D: FC, EC (Budget)</p>			

I: Director
References: Training Framework for Family Council Members Family Act Family Council Regulations Family Council Terms of Reference
Amendment Date:

1.5 Roles and responsibilities of Family Council Chair

<p>POLICY STATEMENT: The Chair (Deputy Chairs) is responsible for building consensus, providing information as necessary, and ensuring that appropriate engagement occurs with Clans, branches of government, families, and community on all matters important to implementing the Family Act.</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction)</p> <p>Laws Connection</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Wisdom Balance Self-esteem</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Spiritual Mental Emotional</p> <p>Life stage: Adult Elder</p> <p>Season: Summer Fall Winter Spring</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values)</p> <p>Integrity Knowledge Compassion Respect Empathy</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> ● Effective chairing of meetings. ● Appropriate communication with the community and branches of government. ● Timely and effective information sharing with the community. 			
<p>Practices and Procedures:</p> <ul style="list-style-type: none"> ● The Chairs and Deputy Chairs will be appointed according to the <i>Family Act Regulation</i>, and for greater certainty must be appointed by consensus. ● If there are individual Family Council members who do not support an appointment of a Chair or Deputy Chair, a Peacekeeper will be asked to facilitate a resolution to the discussion with the objective of consensus in these appointments. ● The Chair will discuss the interests of Family Council as a scheduled item on the agenda for Family Council meetings once every four months to confirm that their style in conducting meetings respects the values and traditions of the Nation. ● Any changes requested by Family Council members, where consensus is achieved, will be documented as part of the minutes of the meeting. ● All changes to the Chair’s way of conducting meetings, as decided by Family Council, will be registered in a <i>Chair’s Roles</i> living document and made available to Family Council members at the start of every meeting. 			

<ul style="list-style-type: none">● It is assumed that if one of the three Deputy Chairs assumes the role of chairing a meeting that person will follow the same <i>Chair's Roles</i> approach.
Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): D: FC
References: Family Council Terms of Reference Family Council Regulation (2023)
Forms Required: Chair's Roles document
Amendment Date:

1.6 Managing Meetings of Family Council

POLICY STATEMENT: Family Council will conduct critical work assigned to it in the Family Act through the effective and timely meetings of the Council.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Laws Connection	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Wisdom Balance Self-esteem	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Spiritual Mental Life stage: Youth Adult Elder Season: Winter Spring Summer Fall	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Honour Integrity Knowledge Respect Accountability
Outcomes to be achieved: <ul style="list-style-type: none"> Respectful and productive meetings that meet the needs of families and the Nation as a whole. Discussions at Family Council will reflect clear identification of topics and decisions that need to be made to meet the objectives of the Family Act. 			
Practices and Procedures: <ul style="list-style-type: none"> Section 6 of the <i>Family Act Terms of Reference</i> will be followed in respect to quorum, meeting frequency, decision making rules, agenda, minutes, code of conduct, and confidentiality. At the beginning of each calendar year, the agenda will include, as an order of business, the calendar for the year and dates will be set for Family Council monthly meetings. As best possible all members of Family Council will be able to attend all meetings, however where one or more member(s) cannot attend a meeting alternates will be asked to sit in, the goal being to ensure that all nominating groups have at least one representative in all meetings. The Chair, on occasions where business requiring Family Council's attention under the Act, will call additional meetings of the Council if a matter cannot wait for the next regularly scheduled meeting of the Council. The agenda for each meeting of Family Council will be prepared by the Chair (or appropriate staff) in consultation with Family Council members. The objective will be to have an agenda in draft at least one week in advance of a scheduled meeting. 			

- At the outset of a Family Council meeting the draft agenda will be discussed and approved preferably by consensus.
- Minutes of meetings will be taken by a designated Council member or delegated to an appropriate staff member.
- Minutes are to be a general recording of discussions with focus on the formal decisions of Family Council on a matter before it.
- The preference will be for all meetings to occur in Carcross or Whitehorse as determined by Family Council when the calendar is developed for the year, but the Chair may choose to change the location where a majority of members are unable to attend due to location.
- Meetings will be arranged so that members can participate virtually and, if participating virtually, members enjoy all rights of involvement including decision making and hold the same responsibilities as if they were in person at the meeting.
- Regarding 29.2(c) and (d) the Director shall develop workplans for consideration by Family Council for promotion measures and events that prevent family breakdown and foster the wellbeing of children.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

D: FC

I: Clans

References:

Family Council Terms of Reference

Amendment Date:

1.7 Establishment of Family Council Code of Ethics

POLICY STATEMENT: Family Council will adopt the July 5, 2012, C/TFN Code of Ethics.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Laws Connection	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Wisdom Balance Self-esteem	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Spiritual – inter-connectedness; Mental – respect Life stage: Youth Adult Elder Season: Winter Spring	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Honour Integrity Honesty Respect Accountability Trust
Outcomes to be achieved: <ul style="list-style-type: none"> Family Council will adhere to the same rules that apply to all other Boards, Councils and Committees of C/TFN. Family Council will treat the Code of Ethics as a <i>living document</i> which enables it to recommend changes from time to time as appropriate. 			
Practices and Procedures: <ul style="list-style-type: none"> At a regularly scheduled meeting of Family Council every four months or when a new appointment to Family Council is made, the agenda will include a standing item that there will be a review of the Code of Ethics. Where Family Council believes that the Code of Ethics can be strengthened, it has the responsibility to recommend changes to the Code of Ethics to the Executive Council. If a C/TFN Citizen, a Clan representative, or an individual asks for a copy of a revised Code of Ethics this will be provided immediately to the person. 			
Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): D: EC R: FC			
References: Family Council Regulation Training Framework for Family Council Members C/TFN Council/Board/Committee/Team Representatives Code of Ethics (2012)			
Amendment Date:			

1.8 Development of Legislation and Amendments

<p>POLICY STATEMENT: Family Council has a duty to review and recommend changes to legislation that affects its ability to undertake its work under the Family Act. For greater certainty this includes the duty to review the Family Act itself.</p>			
<p>Relevance to Family Act Traditional Practices:(refer to the explanations of each in the introduction)</p> <p>Laws Connection</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Wisdom Balance</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Mental Spiritual</p> <p>Life stage: Pre-natal Child Youth Adult Elder Deceased</p> <p>Season: Winter Spring Summer Fall</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values)</p> <p>Knowledge Respect Trust</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> • All C/TFN legislation is in alignment with the Family Act. • The Family Act is updated to meet current interests and realities of the Nation. 			
<p>Practices and Procedures:</p> <ul style="list-style-type: none"> • Family Council will review the Family Act on an ongoing basis to determine if amendments would assist in aligning its implementation with the interest of the Nation, and specifically families. • Family Council will cooperate closely with the Director to determine where legislative change would be useful. • At a minimum Family Council will hold a meeting with the Director annually to discuss where changes may be required to the Act. • Family Council will review other legislation and draft legislation of the Nation to determine whether changes may benefit in aligning other legislation with the values and objectives of the Family Act. • In preparation for meetings with the Director, Family Council Clan members will consult with their respective Clan to seek input on whether the Clan believes changes to any legislation would benefit the Nation in meeting the objectives of the Family Act. 			

- Changes to the Family Act and other legislation will be communicated in writing to the Executive Council to assist it in developing changes it will be recommending to the General Council.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

D: GC

R: FC/Director

I: Clans

References:

Section 83, Family Act

Amendment Date:

1.9 Development of Regulations and Amendments

<p>POLICY STATEMENT: Family Council has a duty to review and recommend changes to regulations that affect its ability to undertake its work under the Family Act. For greater certainty this includes the duty to review the Family Act regulations.</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction)</p> <p>Laws Connection Consensus</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Wisdom Balance</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Emotional Mental Spiritual</p> <p>Life stage: Youth Adult Elder</p> <p>Season: Winter Fall</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values)</p> <p>Knowledge Respect Trust</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> All C/TFN regulations will be in alignment with the Family Act and its regulations. Family Act regulations updated to meet current interests and realities of the Nation. 			
<p>Practices and Procedures:</p> <ul style="list-style-type: none"> Family Council will review the Family Act regulations on an ongoing basis to determine if amendments would assist in aligning its implementation with the interest of the Nation, and specifically families. Family Council will cooperate closely with the Director to determine where regulation change would be useful. At a minimum Family Council will hold a meeting with the Director annually to discuss where changes may be required to the regulations. Family Council will review other regulations of the Nation to determine whether changes may benefit in aligning other regulations with the values and objectives of the Family Act and its regulations. In preparation for meetings with the Director, Family Council Clan members will consult with their respective Clan to seek input on whether the Clan believes changes to any regulations would benefit the Nation in meeting the objectives of the Family Act and its regulations. Changes to the Family Act regulations and other regulations will be communicated in writing to the Executive Council. Any changes to the policies and procedures contained within this document will be recorded in the Amendment Date section of each policy. 			
<p>Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):</p>			

D: EC R: FC I: Clans
References: Family Council Regulation (2023) C/TFN Regulations
Amendment Date:

1.10 Approval of Operational and Practice Policies

POLICY STATEMENT: Family Council is responsible to update its operational and practice policies on an ongoing basis.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Laws Connection Consensus	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Wisdom Balance	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Emotional Mental Spiritual Life stage: Youth Adult Elder Season: Winter Fall	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Knowledge Respect Trust
Outcomes to be achieved: <ul style="list-style-type: none"> Operational and practice policies will be up to date. Communication will take place with the appropriate authorities responsible for implementing areas of the Family Act. 			
Practices and Procedures: <ul style="list-style-type: none"> Family Council will convene a workshop of Family Council once a year in addition to its monthly meetings or adjoined to a monthly meeting as determined when the calendar is being prepared for the calendar year. Said workshop will have as the only item on its agenda operational and practice policy review. The Director will be invited to take part in the workshop and is vital for its success. The workshop will be held at a convenient location to maximize full Family Council member participation. If required, virtual participation will be made available. Appropriate staff will take notes from workshop deliberations and prepare revised operation and practice policies. At the next regularly scheduled meeting of Family Council following the workshop, revised operational and practice policies will be presented and approved. The Director will be invited to take part in the post-workshop meeting of Family Council. 			
Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): D: Director and FC			

I: Staff of C/TFN Departments as appropriate
References: Family Act - Operational and Practice Policies (Parts 5-7)
Amendment Date:

1.11 Relationship Protocols with C/TFN Councils and Bodies

POLICY STATEMENT: All C/TFN Councils, Departments, and Bodies (such as program specific committees) will cooperate with Family Council as the lead in implementing the Family Act			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Laws Connection Consensus	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Wisdom Balance	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Emotional Spiritual Mental Life stage: Youth Adult Elder Season: Winter Spring Summer Fall	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Respect Accountability Knowledge Sharing
Outcomes to be achieved: <ul style="list-style-type: none"> ● Effective cross-communication among departments delivering Family Act related programs and services. ● Coordinated decision making that ensures the Family Act is successfully implemented. ● Respect and cooperatively work with internal resources, respectfully participate in program and service delivery. ● A framework is in place for successful negotiation of Self Government, Programs and Services Transfer Agreements, and associated financing. 			
Practices and Procedures: <ul style="list-style-type: none"> ● Family Council and Executive Council will hold a meeting quarterly during the year to discuss how departments, other bodies, and committees (for instance the Housing Committee) can effectively support Family Council in its leadership role to effectively implement the Family Act. ● Executive Council will undertake to direct departments, other bodies, and committees in meeting the outcomes of these joint meetings. ● Timing for joint meetings will endeavour as best possible to have all or most of Executive Council and Family Council available to meet. ● Family Council (or staff) will record meetings and formally communicate in writing outcomes for use by Executive Council and Family Council. ● The Director will be invited to all joint meetings. 			

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): D: EC and FC (in their respective areas of authority) R: EC and FC (in their respective areas of authority) I: Director
References: Relationship Agreement
Amendment Date:

1.12 Establish/Maintain Relationships with Canada, Yukon and Other Public Governments, agencies, and authorities

<p>POLICY STATEMENT: Relationships with other levels of public government (Canada, Yukon, local), including their agencies and authorities, are critical for effective implementation of the Family Act.</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction)</p> <p>Laws Connection</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Wisdom Balance</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Spiritual Emotional Mental</p> <p>Life stage: Adult Elder</p> <p>Season: Winter Spring Summer Fall</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values)</p> <p>Respect Accountability Knowledge Sharing Patience Diligence</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> • Effective implementation of programs and services related to the Family Act. • Better communication and joint response to matters covered by the Family Act. • Appropriate resourcing of C/TFN and public governments to implement the objectives of the Family Act. 			
<p>Practices and Procedures:</p> <ul style="list-style-type: none"> • Family Council, in full cooperation with the Director, will prepare an intergovernmental strategy regarding interface with public governments, branches and agencies, said strategy to cover: <ol style="list-style-type: none"> 1. Frequency and timing of intergovernmental meetings with C/TFN staff 2. Topics for collaboration 3. Resourcing needs 4. C/TFN to actively engage in intergovernmental partnerships 5. Determination of when meetings of political leadership is required to support efforts to implement the Family Act 6. Identification of decision making lead at the Nation (EC, FC, Director) • Intergovernmental agreements will be prepared by appropriate staff/negotiators and brought to the appropriate authority for decision. • All intergovernmental agreements, at the earliest opportunity, will be communicated to General Council. 			

<ul style="list-style-type: none">• All intergovernmental agreements must align with the Treaty, Self Government Agreement, and the Constitution and laws of C/TFN
Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): D: EC, FC, Director (depending on context)
References: C/TFN Constitution C/TFN Self Government Agreement Section 82, Family Act
Amendment Date:

1.13 Establish/Maintain Relationships with First Nation Governments

<p>POLICY STATEMENT: Relationships with other First Nation governments, including their agencies and authorities, may have an impact from time to time on the effective implementation of the Family Act, and therefore efforts to coordinate with these governments are required.</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction)</p> <p>Laws Connection</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Wisdom Balance</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Spiritual Emotional Mental</p> <p>Life stage: Adult Elder</p> <p>Season: Winter Spring Summer Fall</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values)</p> <p>Respect Knowledge Accountability Honour Integrity</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> ● Effective implementation of programs and services related to the Family Act. ● Better communication and joint response to matters covered by the Family Act and the legislation of other First Nations. ● Strengthening of family ties across First Nations. 			
<p>Practices and Procedures:</p> <ul style="list-style-type: none"> ● Where it is believed that C/TFN shares family relations with other First Nations, formal correspondence from the Khà Shâde Héni to the Chief of the other First Nation will be prepared by the Director. ● The Director will lead formal discussions with other First Nations where correspondence has been sent. ● The Director will maintain a registry of all efforts to engage with other First Nations. ● The outcomes and progress of efforts to engage will be shared with Executive Council, Family Council, Clans, and affected families as progress is made. ● Annually, the Director will provide an update to General Council. ● Given the number and complexity of relationships between First Nations it may be appropriate to negotiate a general protocol on treatment of family relations between First Nations. 			

<ul style="list-style-type: none">• Protocol negotiations will be led by the Director with general guidance by Family Council.
Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): D: EC R: FC/Director I: Families/Clans
References: C/TFN Constitution
Amendment Date:

1.14 Establish/Maintain Relationships with local government

<p>POLICY STATEMENT: C/TFN from time to time provides programs and services to non-Citizens living within its Traditional Territories and specifically within Carcross, and therefore the relationship with the South Klondike Local Advisory Council and the Tagish Local Advisory Council is necessary for a coordinated approach to common services for all area residents.</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction)</p> <p>Laws Connection</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Wisdom Balance</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Spiritual Emotional Mental</p> <p>Life stage: Adult Elder</p> <p>Season: Winter Spring Summer Fall</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values)</p> <p>Respect Knowledge Accountability</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> • Effective implementation of programs and services related to the Family Act. • Better communication and joint response to matters covered by the Family Act. • A positive relationship between C/TFN Citizens and other local area residents. 			
<p>Practices and Procedures:</p> <ul style="list-style-type: none"> • The Director will maintain ongoing dialogue with the local advisory councils to assess where there may be areas for cooperation in the delivery of the programs and services important for the implementation of the Family Act. • The Director may discuss with the local advisory councils one or more of the following topics: <ol style="list-style-type: none"> 1. Topics for collaboration on Family Act related programs and services 2. Resourcing needs 3. Engagement with the Yukon government on where they may provide support for collaborative efforts in delivering programs and services 4. Determination of when meetings of political leadership is required to support efforts to implement the Family Act • The Director will engage with Family Council to seek input on new programs and services relationships contemplated with the local advisory councils. • Formal correspondence will be prepared by the Director for Executive Council to formalize new relationships. 			

- All formal correspondence, at the earliest opportunity, will be communicated to Family Council and General Council.
- All new relationships must align with the Self Government Agreement, and the Constitution and laws of C/TFN.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

D: EC

I: FC

R: Director

References:

C/TFN Constitution

C/TFN Self Government Agreement

Family Act

Amendment Date:

1.15 Establishment of Visions and Strategic Plan for Child, Individual, and Family Well-Being

<p>POLICY STATEMENT: For C/TFN to meaningfully work to implement the Family Act, its vision and associated strategic planning are critical to serve families and individuals throughout the Nation.</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction)</p> <p>Laws Connection Consensus</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Balance Wisdom Love</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Spiritual Emotional Mental Physical</p> <p>Life stage: Child Youth Adult Elder</p> <p>Season: Winter Spring Summer Fall</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values)</p> <p>Compassion Empathy Knowledge Respect Courage Accountability</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> ● Alignment of directions set by Family Council and the work of administration to implement the Family Act. ● Effective communication with Citizens on efforts to meet community needs. ● Foundation for negotiations with public government to take over and appropriately resource family programs and services. 			
<p>Practices and Procedures:</p> <ul style="list-style-type: none"> ● Annually Family Council will review the visions for implementing the Family Act and amend as appropriate to reflect the realities and needs of the community. ● Family Council will publish the revised visions for review by Citizens and call for discussion at the General Council to seek input before finalizing the visions. ● Anchored by the visions and the Family Act, Family Council will prepare an annual strategic plan that will guide all activities of the Nation, its leadership and departments, in the implementation of programs and services of the Act. ● Family Council will convene a workshop with Executive Council and department heads to orient the Nation to all elements of the strategic plan following adoption by Family Council. ● Executive Council and departments will give consideration as a high priority to the resourcing elements of the strategic plan annually. 			

<ul style="list-style-type: none">● Family Council will brief General Council on the annual strategic plan to support discussions of the revised visions related to implementation of the Family Act.
Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): D: FC I: GC, EC, Director
References: Family Act
Amendment Date:

1.16 Establishment and Revisioning of Service Delivery Model for Child, Individual, and Family Well-Being

<p>POLICY STATEMENT: To effectively implement the Family Act, vigilance is required in examining best practices that may result in revisions to the service delivery model of the Nation where child, individual, and family well-being are involved.</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction)</p> <p>Laws Connection Consensus</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Wisdom Balance Love</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Spiritual Emotional Mental Physical</p> <p>Life stage: Child Youth Adult Elder</p> <p>Season: Winter Spring Summer Fall</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values)</p> <p>Compassion Empathy Knowledge Respect Courage Accountability</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> ● Effective implementation of programs and services based on values of the Nation. ● Community input to and acceptance of the service model employed by the Director and administration. 			
<p>Practices and Procedures:</p> <ul style="list-style-type: none"> ● On an annual basis the Director will provide input to Family Council on best practices on adopted service models by other First Nations and jurisdictions based on an ongoing environmental scan conducted by the department. (This will be an ongoing practice of key service providers in the administration). ● The Director will ensure that all service providers, no matter what department they are with, are apprised of any changes to the service model. ● From time to time, Family Council will ask Clans and the community for input on how programs and services are meeting their needs, and this will also be included in examination of the service model on a regular basis (an important feedback loop from recipients of the programs and services). 			
<p>Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): D: Director I: FC, Clans, families</p>			

References: To be determined on an ongoing basis following regular environmental scan
Amendment Date:

1.17 Establishment and Revisioning of Human Resources Policy for Child, Individual, and Family Well-Being

<p>POLICY STATEMENT: The Nation requires professional competence in all staff with responsibility for implementing the Family Act and supporting Family Council and branches of government.</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction)</p> <p>Laws Connection</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Wisdom Balance</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Spiritual Emotional Mental Physical</p> <p>Life stage: Youth Adult Elder</p> <p>Season: Winter Spring Summer Fall</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values)</p> <p>Knowledge Integrity Trust Respect</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> ● High success rate in providing good services to families and individuals of the First Nation. ● Competent advice to Family Council and branches of government in implementing the Family Act. ● Effective input to administration on competencies, knowledge, and skills required to staff key positions within administration to implement the Family Act and support Family Council. 			
<p>Practices and Procedures:</p> <ul style="list-style-type: none"> ● Periodically the Director will meet with Family Council to discuss the qualifications needed for individual positions to meet standards of professionalism expected of professionals in these important roles. ● Family Council will provide a sensitivity check to the Director on the community's expectations regarding how staff are to engage with families and individuals throughout the community. ● Family Council will consult with Clans to seek their views on how staff are to work with families, individuals, and the community. ● The Director will, from time to time, review and as appropriate, advise human resources (HR) policy with the Director of HR in the C/TFN government. 			

- The Director and HR Director will transmit policy amendments to Executive Council for approval
- The Director, supported by the HR Director, will provide orientation to all hiring authorities within the Nation responsible for implementing aspects of the Family Act.

Decision Making Authority (Influence (I) /recommend (R)/decide (D)/approve (A):

D: EC

R: Director, FC

I: Clans, families

References:

Human Resources Policy

Amendment Date:

1.18 Planning for and Approval of Facilities for Child, Individual, and Family Well-Being

<p>POLICY STATEMENT: C/TFN holds as a high priority the need for facilities within the Traditional Territory that meet the objective of child, individual, and family well-being for all Citizens of the Nation.</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction)</p> <p>Laws Connection Consensus</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Balance Wisdom</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Spiritual Emotional Mental Physical</p> <p>Life stage: Youth Adult Elder</p> <p>Season: Winter Spring Summer Fall</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values)</p> <p>Knowledge Compassion Respect Patience Trust</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> ● Identification of facilities that support the program service needs of the Nation. ● Input from the community on what facilities are required to support programs and services in line with the needs of families, children, and Citizens who will benefit from programs and services provided. ● Design of facilities in keeping with the values of the Nation (in particular, connection with land). 			
<p>Practices and Procedures:</p> <ul style="list-style-type: none"> ● The Director will advise Executive Council and Family Council at appropriate monthly joint meetings on facilities needs required to implement programs and services associated with the Family Act. ● Based on direction from Executive Council and Family Council, the Director will contract appropriate professionals to design facilities required to meet program and service needs. ● Design work by professionals will include engagement with the community to ensure designs reflect the values and interests of the Nation. ● Design work conducted by professionals will include cost estimates for both construction and operations of facilities. 			

- The Director will work with senior management to include estimates in the annual budgeting of the Nation.
- As required, the appropriate departmental director will lead negotiations with public government on resources to build and support facilities

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

D: EC

R: Director(s), FC

I: Community

References:

Family Act

Amendment Date:

2. Operations

2.1 Hiring/Appointment of Director

POLICY STATEMENT: C/TFN will pursue and recruit and evaluate the senior leader responsible for implementing the Family Act			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Consensus Laws	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Wisdom Balance	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Mental Spiritual Life stage: Adult Elder Season: Winter Spring Summer Fall	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Respect Knowledge Integrity
Outcomes to be achieved: <ul style="list-style-type: none"> ● C/TFN finds the strongest possible candidate to take on the roles of its most important member of the administrative team responsible for Family Act implementation. ● Values of the First Nation, with particular focus on need for engagement at all levels of society in the Nation, will provide a foundation for recruitment and evaluation for the Director. ● Family Council will bring its perspectives from Clans and the community into ongoing evaluation of the Director. 			
Practices and Procedures: <ul style="list-style-type: none"> ● Executive Council shall designate the Director of Health and Wellness. ● The recruitment process will be conducted by the Executive Director as a high priority whenever the position is vacant. ● The recruitment process will involve the set up of a panel to review applicants and conduct interviews, said panel to include two representatives of Family Council and two representatives of Executive Council. ● The recruitment panel is to reach consensus on the successful candidate, and the Executive Director will provide the panel's recommendation to Executive Council for approval. ● The name of the successful candidate and that person's information, following successful negotiation of contract terms, will be provided to the Clan leaders and to all external community partners, and at the first opportunity a 			

community meeting will be held where Citizens and the general community can meet the new Director.

- A comprehensive orientation package will be organized by HR under the direction of the Executive Director to ensure rapid settling in by the Director to this critical position.
- For a new Director, a first evaluation will occur at six months following commencement of work with C/TFN led by the Executive Director.
- The Executive Director will seek input from Family Council and Executive Council on how the candidate is doing in the critical role.
- If successful following the first evaluation, all subsequent evaluations will take place at annual intervals.
- The Executive Director will seek input from Family Council during annual reviews.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

D: EC

R: Panel (includes members of FC and EC); Executive Director

I: FC

References:

Family Act

HR Policy

Amendment Date:

2.2 Supervision/Oversight of Director

<p>POLICY STATEMENT: The Director is to fulfill responsibilities laid out in the Family Act relating to Parts 6 and 7 of the Act, and where administrative responsibilities are concerned, including the supervision of staff within the Health and Wellness Department, will be supervised by the Executive Director, and where stipulated in the Act, by Family Council.</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction)</p> <p>Laws</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Wisdom Balance</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Mental Spiritual</p> <p>Life stage: Adult</p> <p>Season: Winter Spring Summer Fall</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values)</p> <p>Respect Integrity Knowledge Compassion Honesty</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> ● Requirements of the Act related to Parts 6 and 7 will be fulfilled. ● Direction from Family Council where responsibilities fall to it under the Act will be actioned. ● Staff will be appropriately selected, managed, and evaluated. ● Budgets and work plans will be appropriately developed and actioned in alignment with the overall goals of the Nation. ● The administration of the Health and Wellness Department will be effectively led. 			
<p>Practices and Procedures:</p> <ul style="list-style-type: none"> ● The Director, in administering the business of the Health and Wellness Department will take direction from the Executive Director through periodic meetings with the Executive Director on a regular basis. ● From time to time, the Executive Director may request the involvement of the Director in advising Executive Council and General Council. ● The Director will lead the Health and Wellness Department under policies, procedures, and guidelines established by Executive Council (such as HR policy) including positions set out in the Family Act such as the Independent Family Support Worker. ● The Independent Family Support Worker(s) reports administratively to the Director (however, in exercising the roles set out in the Act and as determined by Family Council this position acts independently with focus on support for family.) ● Administratively the Director will support Family Council in development of work plans and budgets, hiring of staff to meet the needs of Family Council, 			

advising the Executive Director and Executive Council on resource requirements of Family Council, and implementing work plans and budgets to meet the needs of Family Council.

- For greater certainty, the Director, in fulfilling the administrative roles in supporting Family Council, will generally adopt policies of C/TFN administration but from time to time as determined by Family Council may need to administer Family Council endeavours under policies set out by Family Council (for instance HR policy that Family Council has authority to create under 29.1(l) and (m) of the Act).
- There are other requirements in the Family Act needing action by the Director. For instance, 29.1(n), the Director shall provide draft guidelines for the selection and training of Peacekeepers, and when approved by Family Council shall implement the recruitment of Peacekeepers as a priority.
- Regarding matters under the Act where the Director is to exercise authority independent of direction from any other authority within the First Nation (see Part 7 of the Act), the Director is ultimately accountable for actions taken. However, when exercising certain decision making there are requirements for consultation. For instance, 33.1 (d) (g) (h), the Director with regard to all matters pertaining to the care or guardianship of children who come into the Director's care, shall, depending on whether protection is a critical matter, in all instances seek direction from Family Council and if possible, the affected Clan in determining what process is appropriate to follow. (For greater certainty actions by the Director to protect a child from harm must be the last option to consider if there is the possibility that a different approach available which will include the Clan, family and various community supports.)
- Regarding 33.1(k) of the Act, the Director shall recommend to Family Council the establishment of any committee to promote and encourage community participation, and following approval by Family Council will develop budgets and work plans to submit to the Nation budgeting process the required needs of Family Council to meet this Section of the Act.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

D: Director, FC, EC, Executive Director (this will vary depending on subject matter)

R: This will vary depending on subject matter

I: This will vary depending on subject matter

References:

Family Act

Amendment Date:

2.3 Relationship between Director and Family Council

<p>POLICY STATEMENT: The Family Act reflects the fundamental importance of the relationship between the Director and Family Council on all matters regarding the effective implementation of the Act both at a governance and an operational level.</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction)</p> <p>Consensus Laws</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Balance Wisdom</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Spiritual Mental</p> <p>Life stage: Adult Elder Youth</p> <p>Season: Winter Spring Summer Fall</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values)</p> <p>Respect Compassion Integrity</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> ● Effective implementation of the Family Act in all areas of associated programs and services supporting families and Citizens. ● Clear communication between those entrusted to fulfill the values and objectives of the Act and the senior most official with direct administrative responsibility for design and carrying out of programs and services. 			
<p>Practices and Procedures:</p> <ul style="list-style-type: none"> ● As noted in Section 35.1 of the Act, and reflective of the importance of a strong working relationship between the Director and Family Council, the Director and Family Council <i>shall co-operate and work together in all aspects of their respective responsibilities.</i> ● Following engagement and agreement between Family Council and the Director, the Director shall immediately action all direction given to the office by Family Council on matters to advance the wellbeing of children and families, which may require, if resources are not available, actioning work plan and budget requests to Executive Council in the government budgeting process. ● The Director will manage a budget to ensure Family Council direction can be achieved. The Director may prepare submissions to other governments to secure necessary funding and support. ● Where negotiations advance with other governments, the Director is responsible for advising Executive Council and Family Council on progress and to seek further direction to align with interest of the Nations under the Act. 			

- The Director will provide support to Family Council in setting Terms of Reference and conducting any inquiry requested of it as mandated by Section 29.1 (b) of the Act.
- Regarding 29.2 (l), Family Council will call upon the Director to prepare an annual report toward the end of each fiscal year and said report will be shared widely with all C/TFN Citizens as soon as possible following Family Council approval and publication.
- Regarding 33.1 (d) (g) (h), the Director with regard to all matters pertaining to the care or guardianship of children who come into the Director’s care, shall, depending on whether protection is a critical matter, in all instances seek direction from Family Council and, if possible, the affected Clan in determining what process is appropriate to follow. (On very rare occasions, the Director may have to take action before there is time to engage with Family Council and affected Clans, but this is to take place only where there are no other alternatives to provide safety.)
- Regarding 33.1(i) of the Act, the Director will at all times seek input from Family Council when considering development of agreements with external authorities. The Director, following initial discussions with external agencies/governments or individuals, will seek a negotiating mandate from Family Council before negotiations commence. If there are financial considerations that exceed Family Council’s budget the Director will consult with the Executive Director of C/TFN regarding the requirement to seek approval from the Executive Council on money matters laid out in section 30.
- Regarding 33.1(k) of the Act, the Director will recommend to Family Council the establishment of any committee to promote and encourage community participation. Recommendations are to follow consultation with the Director and other appropriate officials of the senior government.
- With every new appointment to the role of Director of Health and Wellness a letter of expectation will be signed between the Director and Family Council outlining the key elements of their communication and accountability to Family Council.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):
D: Director, FC
I: Executive Director, EC

References:
Family Act

Documents Required:
Signed letter of expectation between Family Council and Director of Health and Wellness

Amendment Date:

2.4 Delegation by Director

<p>POLICY STATEMENT: Pursuant to the Act, and standard administrative law, the Director has the capacity to delegate many of the responsibilities under the Act and administrative responsibilities for the effective leadership of the Department.</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction)</p> <p>Consensus Laws</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Wisdom Balance</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Mental</p> <p>Life stage: Adult Elder Youth</p> <p>Season: Summer Fall</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values)</p> <p>Knowledge Respect Integrity</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> • The Department will be effectively managed. • The Director will maintain those responsibilities under the Act that are charged to the Director that are not to be delegated. 			
<p>Practices and Procedures:</p> <ul style="list-style-type: none"> • On all matters where the Director has the authority to delegate, this will be done through written means to be kept in a formal registry maintained by the Director. • In all cases of delegation, Family Council is to be notified by the Director. • Given Section 24.2 of the Act, the Director is required to consult with the receiving authority to determine capacity and willingness to undertake the delegated work before written delegation is provided. • In achieving Section 29.4 of the Act, Family Council will delegate or terminate delegation of any matter through formal letter once decision has been made by the Council. 			
<p>Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): D: Director I: Other parties as appropriate, FC</p>			
<p>References: Family Act C/TFN Administrative policies</p>			
<p>Amendment Date:</p>			

2.5 Hiring/Appointment of “Community Child Advocate” and Other Advocates

<p>POLICY STATEMENT: Advocates are required to support the interests of certain classes of Citizens who from time to time may be challenged in representing themselves and their best interests.</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction)</p> <p>Connection Consensus Laws</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Wisdom Balance Love Self-Esteem</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Spiritual Emotional Mental</p> <p>Life stage: Youth Adult Elder</p> <p>Season: Winter Spring Summer Fall</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values)</p> <p>Integrity Compassion Honour Respect</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> Disadvantaged Citizens will have access to individuals who can support them at critical times through their life journey. The Nation will find empathetic, caring, and values driven individuals best suited to support Citizens in need. 			
<p>Practices and Procedures:</p> <ul style="list-style-type: none"> The Director is the administrative supervisor for Advocates. The Director, during annual work planning and budgeting, will engage extensively with Family Council on the needs of the community and determine how many Community Child Advocates (as recognized in the Family Act) or any other Advocates (for instance support for Elders or individuals with physical or mental health related needs) needed to provide advocacy for any Citizen challenged within any life stage. The Director will take recommendations from Family Council on Advocate needs to Executive Council for approval of work plans and budgets. The Director may work with other departments in negotiating appropriate agreements with public governments/agencies to secure needed resources. The Director is responsible for the implementation of Advocate work plans and budgets once approved and where resources have been secured. 			

- Recruitment of Advocates is to include Family Council members on hiring panels, and for greater certainty the panels will be involved in confirming job descriptions and recruitment strategies.
- Family Council is also to be consulted in the evaluation of Advocates consistent with the HR policies of the Nation or of Family Council if Family Council chooses to set out their own HR policy that will apply to positions set out under the Act or required to fulfill the visions and values of the Act.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):
D: Director (recruitment and management) Executive Council (budgets and work plans and resourcing agreements) Family Council (if it sets out its own policies)
R: FC

References:
Family Act

Amendment Date:

2.6 Supervision/Oversight of “Community Child Advocate” (and Other Advocates)

<p>POLICY STATEMENT: The advocacy role is essential to serve Citizens in need and therefore professional supervision and oversight of these roles is critical to their success in supporting the Nation.</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction)</p> <p>Consensus Connection Laws</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Wisdom Love Balance</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Mental Emotional Physical</p> <p>Life stage: Adult Elder</p> <p>Season: Winter Spring Summer Fall</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values)</p> <p>Respect Integrity Compassion Knowledge</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> Advocates will be given suitable support in their work to meet the requirements of Citizens in need. Through training Advocates will have the tools needed to provide necessary services. Through senior management guidance and support, Advocates will have resources and supports necessary to fulfill the objectives of the Act in supporting Citizens in need at all life stages. 			
<p>Practices and Procedures:</p> <ul style="list-style-type: none"> The Community Child Advocate (and other Advocates) report administratively to the Director, but in exercising the roles set out in the Act, and as determined by Family Council, the Advocate acts independently keeping focus on support for family and Citizens in need. The Advocates shall develop, under general direction of Family Council and supported by the Director, educational programs to assist children in understanding their rights as set out in Section 37.1 (f) of the Act, public education programs for the community to raise awareness of children’s needs. Regarding Sections 37.1 (d), (e) and (h) of the Act, Advocates shall engage extensively with Executive Council, General Council, and Family Council as well as with appropriate offices in Administration through the Executive Director to 			

review and assess policies, programs, and practices of the Government to ensure that they are consistent with the objectives of this Act.

- The Advocates will have direct access to advice from all institutions of government including the General Council, Executive Council, Family Council, Elders Council, and Clans.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

D: Director, FC

I: FC, EC, Other C/TFN Departments

References:

Family Act

Medicine Wheel

Amendment Date:

2.7 Role of Family Council in the hiring of staff implementing Family Act

POLICY STATEMENT: Family Council will be involved in all recruitment efforts relating to positions that are hired to implement aspects of the Family Act.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Connection Consensus Laws	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Wisdom Self-esteem	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Mental Spiritual Life stage: Adult Elder Season: Winter Spring Summer Fall	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Integrity Respect Knowledge
Outcomes to be achieved: <ul style="list-style-type: none"> Values and sensitivity of Clans and community will be reflected in all stages of the recruitment process starting with examination of job descriptions through determining successful candidates. 			
Practices and Procedures: <ul style="list-style-type: none"> In the work planning and budgeting process for C/TFN, Family Council and the Director will meet to discuss what positions in the Health and Wellness Department have responsibilities for implementing the Family Act. Family Council will confirm with the Director the list of those positions where it will be involved in recruitment matters, and it is the responsibility of the Director, where a position on the list becomes vacant, to notify Family Council of the vacancy and enquire as to how Family Council would like to be involved and what stages. During this process of identifying the list, Family Council will also identify positions that will functionally report to Family Council and administratively report to the Director, and this reporting will be used to review and amend job descriptions where required. During determination of the list, Family Council and the Director will discuss what other positions in other departments are partially or entirely involved in working on implementing the Family Act. Where positions are determined, the Director will consult with appropriate department heads to determine appropriate ways in which Family Council can take part in their respective recruitment processes when these positions become vacant. 			

- Family Council will determine appropriate stages of involvement and select individuals from Family Council who will take part and at what stage consistent with roles assigned for it in the Family Act and related laws and policies.
- From time to time Family Council will consult with Clans to ensure their perspectives are reflected in the way Family Council will advise the Director.
- Where responsibility is concerned under the Act for direct involvement by Family Council, regarding Section 29.1(l) and (m) of the Act, Family Council will establish HR policies to direct the Director on approaches to hire, terminate, and supervise staff, including the Family Support Workers.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):
D: Director
R: FC
I:FC and other department heads as appropriate

References:
Family Act
Family Council Regulations
HR Policy

Amendment Date:

2.8 Development and Approval of Family Council Budget

POLICY STATEMENT: Resources are required to support Family Council in all aspects of its roles in fulfilling the mandate as set out in the Family Act.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Consensus Laws	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Wisdom	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Mental Emotional Life stage: Youth Adult Elder Season: Winter Spring Summer Fall	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Integrity Knowledge
Outcomes to be achieved: <ul style="list-style-type: none"> ● Family Council will be in a strong position to address all matters assigned to it through the Act. ● Family Council will be an attractive appointment to Citizens who feel drawn to take an active part in family wellness through the Nation. ● Family Council will have certainty in directing or pursuing all matters important to fulfill requirements of the Act. 			
Practices and Procedures: <ul style="list-style-type: none"> ● Regarding Section 31.1 and 31.2 of the Act, whose goals are collaboration, efficiency, and effectiveness, the Director shall develop an annual budget for all Family Council matters in sufficient time to be considered by Executive Council in its budgeting process. For greater certainty this includes consultation with Clan leadership and sufficient time for decision by Family Council before recommending to Executive Council. ● In developing the annual budget, discussion will also occur with the Executive Director and senior management team of C/TFN to determine appropriate alignment between departments with similar responsibilities to ensure no duplication in effort and appropriate assignment of tasks in either the Health and Wellness or other C/TFN department. ● The Director and the Executive Director of C/TFN shall discuss potential budget overruns as soon as evident that Family Council will be going over budget in the fiscal year and the request for additional funding will be made through these consultations to Executive Council. 			

- The Executive Director may determine that there is slippage in other departments that can be allocated to meet Family Council needs, and if so, this may be the basis for a recommendation to Executive Council for reallocation of funds. For greater certainty no new allocation of funding is to be approved without written permission by Executive Council.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

D: EC

R: Executive Director, FC

I: Other department heads

References:

Family Act

Amendment Date:

2.9 Influencing and informing Family Council Budget Across C/TFN Departments in Promotion of the Family Act

POLICY STATEMENT: To fulfill its role in implementing the Family Act, Family Council requires involvement from all departments to meet various objectives anchored in the Family Act, work plans, and budgets.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Consensus	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Wisdom Self Esteem	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Mental Emotional Life stage: Adult Elder Season: Winter Spring Summer Fall	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Knowledge Respect Integrity Compassion
Outcomes to be achieved: <ul style="list-style-type: none"> Resources will be appropriately assigned to fulfil the objectives of the Family Act. There will be alignment of actions taken across departments. There will be an acceptance of government efforts through all its departments and agencies in meeting the objectives of family wellness. 			
Practices and Procedures: <ul style="list-style-type: none"> Regarding Section 29.3 of the Act, Family Council, in partnership with Executive Council, shall attend all General Council meetings to answer questions from Citizens relating to the year’s activities and anything related to the mandate of Family Council. In addition, twice annually Family Council will hold a community information sharing session advertised to all C/TFN Citizens for in-person or online involvement. The Director and Executive Director will meet monthly to discuss all matters relating to direction and advice from Family Council and how direction and advice can be achieved through efforts of individual departments on a case by case basis 			
Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): D: EC R: FC, Director, Executive Director I: GC, Department heads			
References: Family Act			

Amendment Date:

2.10 Development and Approval Spending Levels/Authorities

<p>POLICY STATEMENT: Organizational systems require clarity on spending levels and authorities of all decision making bodies and officers to ensure effective and professional management of complex budgets and programs and services, and to meet the objective of giving appropriate spending authority to the officers with the most impact on achieving family wellness.</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction)</p> <p>Consensus</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Wisdom</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Mental Emotional</p> <p>Life stage: Adult Elder</p> <p>Season: Spring Fall</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values)</p> <p>Integrity Knowledge Respect</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> ● Effective management of government. ● Accountability and transparency of decision making. ● Appropriate assignment of capacity to the appropriate official or body within the government. 			
<p>Practices and Procedures:</p> <ul style="list-style-type: none"> ● The Executive Director from time to time, and no less than once a year, will meet with Family Council and the Director to confirm appropriateness of spending levels and authorities, the objective being to give appropriate spending authority to the officers with the most impact on achieving family wellness. ● Where it is determined that levels or authorities require adjustment, the Executive Director will undertake to make said adjustments and communicate these to responsible departments and advise Executive Council. ● When adjustments have been made to the levels and authorities, the Executive Director shall communicate in writing the decision for said changes. 			
<p>Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): D: ED R: Director, FC I: EC, other departments</p>			
<p>References: Financial Administration Act</p>			
<p>Amendment Date:</p>			

2.11 Development of Protocols (Relationship Agreements) with other Governments and Agencies

<p>POLICY STATEMENT: C/TFN works in a highly complex intergovernmental environment in which clear understandings with other governments (public and First Nation) and agencies is critical for effective and comprehensive delivery of programs and services to implement the Family Act and related First Nation and public government legislation and regulations.</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction)</p> <p>Connection Consensus Laws</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Balance Wisdom Self Esteem</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Mental Emotional</p> <p>Life stage: Adult Elder</p> <p>Season: Spring Fall</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values)</p> <p>Integrity Respect Courage</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> • Effective coordination with other governments and agencies to provide comprehensive services to Citizens. • Protocols (Relationship Agreements) will be developed with Health, RCMP, Education, Other Nations (shared ancestry), Yukon government, Canada, etc. • Strong communication with other service providers. 			
<p>Practices and Procedures:</p> <ul style="list-style-type: none"> • Family Council and the Director, on one of the shared agendas with Executive Council, will discuss where it would be appropriate to negotiate agreements with other governments and agencies. • The Director will keep the list of governments and agencies confirmed by Family Council and Executive Council and will prepare mandates along with the Executive Director for negotiations as appropriate. • The Director will be principally responsible for negotiations and will coordinate with other departments as necessary depending on the nature of the agreement being sought. • The Director will embrace and demonstrate the values of C/TFN in all negotiations. • From time to time, Family Council will consult with Clans to determine subjects for negotiations with other governments and agencies. • Where matters that are the subject of negotiation affect individuals or specific families, the Director will engage with them in developing appropriate mandates and keep them advised of progress. 			

- The Director will maintain a register of all finalized agreements between C/TFN and other governments and agencies relating to the implementation of the Family Act.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

D: EC

R: FC, Director

I: Clans, families, individual Citizens

References:

Section 82, Family Act

Other legislation of C/TFN relating to programs, services, and finances

Amendment Date:

2.12 Maintenance of Facilities

<p>POLICY STATEMENT: Well-designed and maintained facilities reflect the culture and values of C/TFN as well as providing a healthy environment within which to participate in programs and services relating to implementation of the Family Act.</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction)</p> <p>Laws Connection</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Wisdom</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Mental Physical</p> <p>Life stage: Youth Adult</p> <p>Season: Winter Summer</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values)</p> <p>Knowledge Integrity Patience Accountability</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> ● Healthy buildings and facilities, including housing. ● Appropriate facilities that reflect the program and service needs of C/TFN. ● Sufficient facilities to provide programs and services that meet the needs of all Citizens. 			
<p>Practices and Procedures:</p> <ul style="list-style-type: none"> ● This policy will be administered alongside Section 3.18 of the C/TFN Housing Policy where maintenance of housing is concerned. ● The Director will maintain a listing of all facilities of C/TFN that are required for the satisfactory implementation of the Family Act. ● For greater certainty “facilities” includes natural places used by the Nation and its Citizens for health and wellness activities. ● Family Council and the Director will discuss from time to time additional facility needs of the Nation. ● Where new facilities are identified by Family Council and the Director, Family Council will bring forward new facility needs to Executive Council for budget and resourcing considerations. ● Where Family Council and Executive Council agree on new facilities, the Director will be charged with responsibility to find suitable sources of resourcing for design and construction. ● Where a new facility is resourced, Family Council and the Director will engage with Citizens to discuss appropriate design criteria. ● In all cases the design of new facilities will reflect the culture and heritage of C/TFN. ● The Director will work with the Housing and Capital Departments to ensure all facilities relating to the implementation of the Family Act’s programs and services are well maintained. 			

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): D: EC, Director R: FC, Housing and Capital Departments I: All Citizens
References: C/TFN Housing Policy Family Act
Amendment Date:

2.13 Establishment of a Case Management Information System (Client Electronic Record System)

POLICY STATEMENT: The case management system will record and store documentation on children and families receiving child and family well-being supports and services.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Laws	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Wisdom	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Mental Emotional Life stage: Youth Adult Elder Season: Spring Fall	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Knowledge Integrity
Outcomes to be achieved: <ul style="list-style-type: none"> • Children and families' journeys are documented to ensure collaborative and coordinated approaches to support and service delivery. • Children and families can view their records. • Children when becoming adults have access to their histories to understand the reasons their families were receiving child and family well-being supports and services. 			
Practices and Procedures: <ul style="list-style-type: none"> • The case management system will record and store documentation on: <ul style="list-style-type: none"> ○ engagement with clients ○ assessment of clients ○ development and implementation of plans ○ monitoring of service delivery ○ evaluation of outcomes ○ closure (including termination or transition follow-up) • Those delivering services under the Family Act will ensure both the electronic and physical (paper) files are kept current with all information related to the provision of services. • The case management system ensures that child and family records are: <ul style="list-style-type: none"> ○ stored securely, ○ only accessible for valid purposes, ○ protected from hazards such as fire, flood, etc., ○ are only disposed of 50 years post the date of service provided. 			

- When a person who has access to the case management system and is also receiving child and family well-being services, the records for this person will be restricted to those providing services to that person and the involved supervisors and managers.
- People receiving services can request to view their files at any point.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

D: Director

References:

Any existing C/TFN policies or regulations

Amendment Date:

2.14 Establishment and Implementation of a Supervision Model (Clinical Case Supervision)

POLICY STATEMENT: The supervision and case consultation process is based on and supports the service delivery model.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Laws	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Wisdom	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Mental Emotional Life stage: Youth Adult Elder Season: Spring Fall	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Knowledge Integrity
Outcomes to be achieved:			
<ul style="list-style-type: none"> ● Staff and individuals providing child and family well-being supports are supported in their delivery of service. ● Expectations on how services are to be delivered are clear and understood by all delivering child and family well-being supports and services. ● Children and families receive culturally safe, anti-oppressive supports and services. 			
Practices and Procedures:			
<ul style="list-style-type: none"> ● Supervision has three components: <ul style="list-style-type: none"> ○ Administrative Supervision, ○ Clinical (Practice) Supervision, and ○ Educational Supervision. ● Administrative supervision involves case assignment, reviewing and approving case records, and undertaking quality assurance activities. ● Clinical supervision involves understanding child and family situations, supporting and assessing staff and service providers, engagement strategies, and critical thinking/analytical skills. ● Educational supervision involves developing and supporting staff and service providers learning plans with focus on translating learning into doing. ● Supervisory staff have the following responsibilities: <ul style="list-style-type: none"> ○ assign case responsibilities to staff; ○ ensure that services are delivered in accordance with the Family Act and its policies and procedures; ○ conduct performance evaluations; ○ address personal issues that arise; and ○ ensure training and support is available to staff. 			

- The supervision model ensures that there are clearly defined roles for supervisors and leadership within C/TFN.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

D: Director

References:

Any existing C/TFN policies or regulations

Amendment Date:

2.15 Establishment and Implementation of Policies to Guide Practice of Family Council Staff

POLICY STATEMENT: The <i>Book Two: C/TFN Family Act Policies and Procedures</i> Manual will guide the practice of C/TFN Staff and Family Council.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Laws Consensus	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Wisdom	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Mental Emotional Life stage: Youth Adult Elder Season: Spring Fall	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Knowledge Integrity
Outcomes to be achieved: <ul style="list-style-type: none"> Staff and service providers understand what is expected in delivery of supports and services. Children and families receive culturally safe anti-oppressive supports and services. 			
Practices and Procedures: <ul style="list-style-type: none"> The Practice Policies will provide direction to C/TFN staff and Family Council regarding all required policies to implement and operationalize the Family Act. These policies will be reviewed and amended at a minimum of every 5 years. 			
Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): D: FC			
References: Human Resources Policy			
Amendment Date:			

2.16 Contract Management

POLICY STATEMENT: Much of the work to implement the Family Act will require a wide range of contract services ranging from design of facilities, through professional support in various positions necessary to fulfill program and service needs.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Laws	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Wisdom	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Mental Emotional Life stage: Adult Elder Season: Winter Spring Summer Fall	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Integrity Knowledge Honesty Diligence
Outcomes to be achieved:			
<ul style="list-style-type: none"> ● Full implementation of the Family Act. ● Effective use of internal and external resources. ● Timely and appropriate design and maintenance of facilities. 			
Practices and Procedures:			
<ul style="list-style-type: none"> ● The Director will follow existing C/TFN practices relating to contract management when implementing the Family Act. ● HR policies may also impact the way in which programs and services are to be delivered. ● Where appropriate, Family Council and the Director may wish to discuss how best to modify existing policies, procedures, and practices to align them with particular sensitivities that apply when implementing the Family Act. ● Where unique approaches are being considered to implement the Family Act, the Director will engage with the Executive Director on possible impacts to standard government policy, practices, and procedures. ● If required, the Executive Director will bring amendments to policy to Executive Council for approval. 			
Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): D: EC R: FC, Director, Executive Director			
References: Existing C/TFN Policy			
Amendment Date:			

2.17 Files/Records Management

POLICY STATEMENT: Records management is a foundation to good government that if not properly designed and implemented results in mishandling of decisions made by the various decision makers, recommenders, and influencers that contribute to good decision making.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Laws	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Wisdom	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Mental Emotional Life stage: Adult Elder Season: Winter Spring Summer Fall	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Integrity Knowledge Honesty Diligence
Outcomes to be achieved: <ul style="list-style-type: none"> ● Solid record management. ● Build trust with Citizens. ● Retention and certainty that documents in the system reflect decisions of the Nation. 			
Practices and Procedures: <ul style="list-style-type: none"> ● Decision making records for Family Council will be kept in a registry designed and managed by the appropriate official identified by Family Council to maintain said registry. ● Where matters relate to the powers of the Director, the Director will delegate to the appropriate official in the Department of Health and Wellness responsibility for this requirement. ● All protocols respecting confidentiality of family and individual records will be maintained at all times. ● The Director is ultimately responsible for maintaining confidentiality of records. ● Where decisions are made by either Family Council or the Director, decisions will be recorded in writing and signed off by the Chair or the Director, and only those documents officially signed off will be accepted as the record of decision. 			
Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): D: Director, FC I: HR, Executive Director			
References: Any departmental existing policies			
Amendment Date:			

2.18 Capacity Building for C/TFN Citizens

<p>POLICY STATEMENT: An ultimate objective of C/TFN is to enable its Citizens to take on roles and responsibilities, both leadership and professional, relating to all matters of the implementation of the Family Act.</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction)</p> <p>Connection Laws</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Self Esteem Wisdom Love Balance</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Spiritual Mental Physical Emotional</p> <p>Life stage: Youth Adult</p> <p>Season: Winter Spring Summer Fall</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values)</p> <p>Respect Knowledge Compassion Courage Honour</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> ● C/TFN Citizen employment in positions critical for effective implementation of the Family Act. ● Empowerment of C/TFN Citizens. ● Building self-worth of C/TFN Citizens. 			
<p>Practices and Procedures:</p> <ul style="list-style-type: none"> ● Family Council and the Director will from time to time discuss mentoring and job shadowing opportunities that can result in the elevation of C/TFN Citizens to key positions within the organization relating to implementation of the Family Act. ● The Director will develop an HR plan for capacity building of C/TFN Citizens. ● The Director will seek the approval of Family Council regarding the HR plan for capacity building. ● Family Council will seek input from Clans for names of individuals interested in being considered for these positions. ● The Director will work with the Directors of Education and Capacity Development to determine appropriate education and training necessary for Citizens to take on positions relating to the implementation of the Family Act. 			

- If required, the Director and the Directors of Education and Capacity Development will advocate for additional resources to support moving Citizens into more advanced positions based on education plans developed for them.
- Annually, the Executive Director will consult with the management team on appropriate job shadowing placements.
- Annually, the Executive Director will seek individuals from the management team who are willing to be mentors to Citizens interested in taking on more advanced roles needed for implementation of the Family Act.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve(A)):

D: EC, Executive Director

R: FC, Director(s), Clans

I: All Citizens

References:

HR Policy

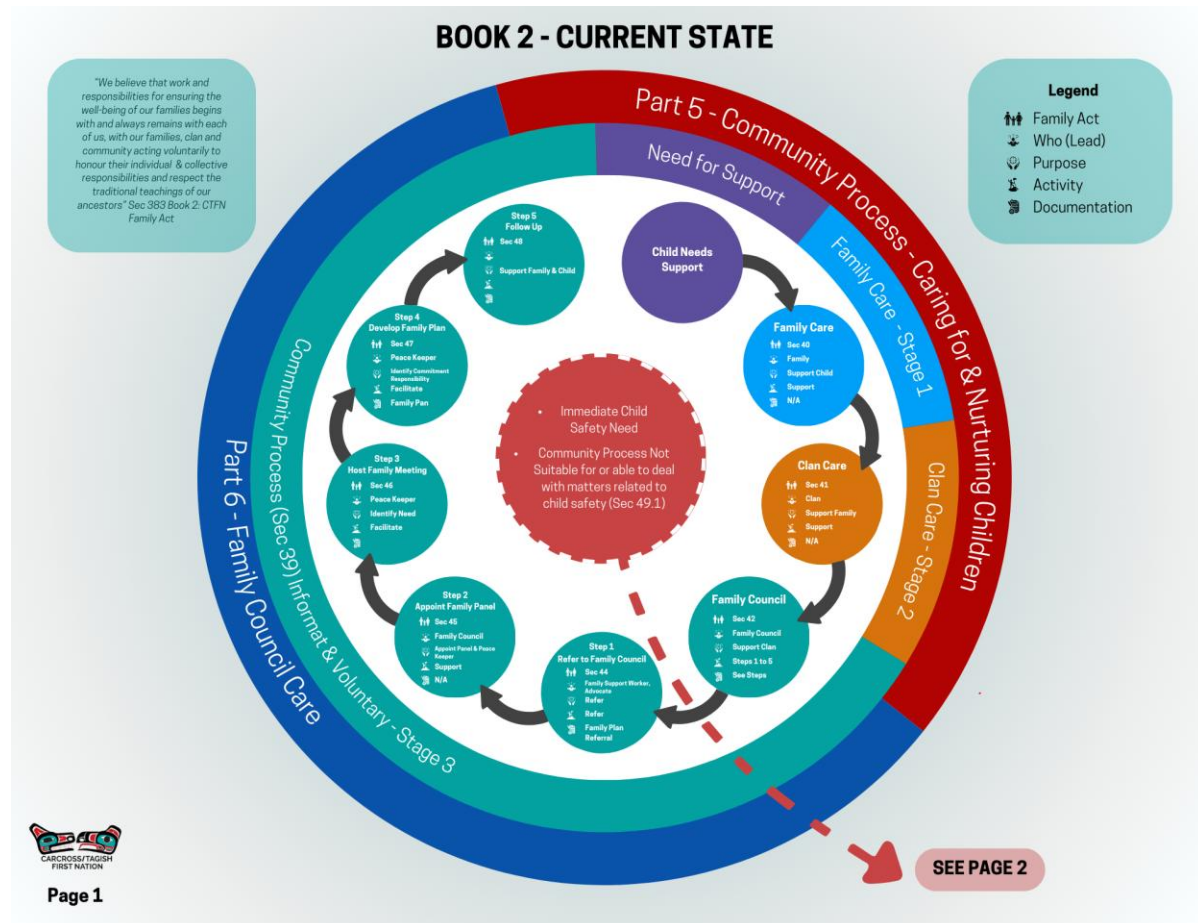
Family Act

Amendment Date:

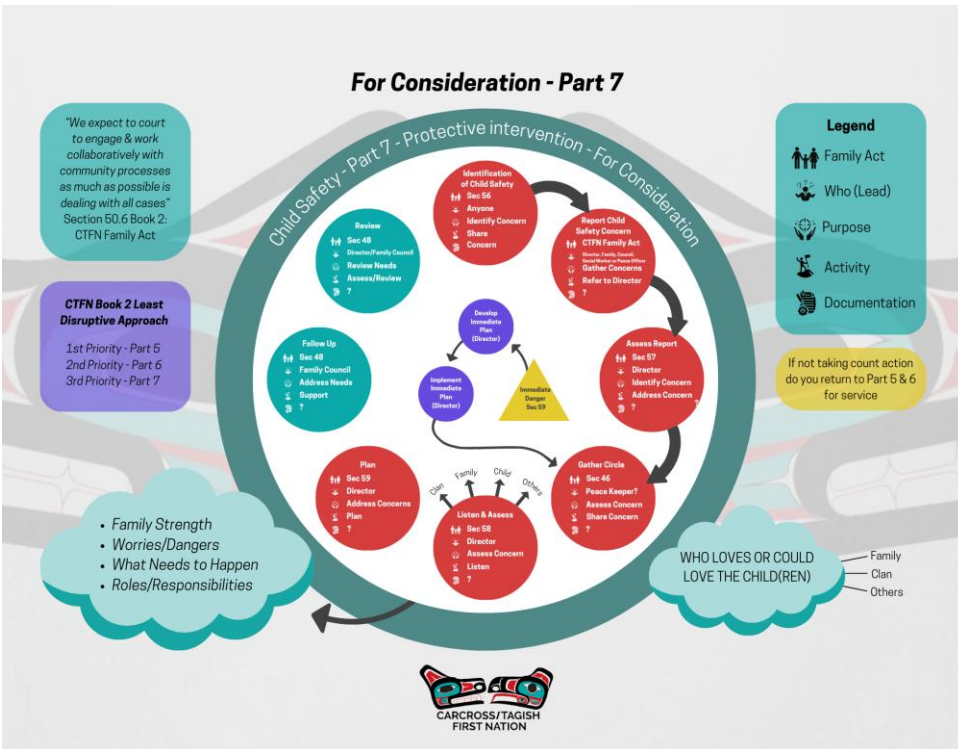
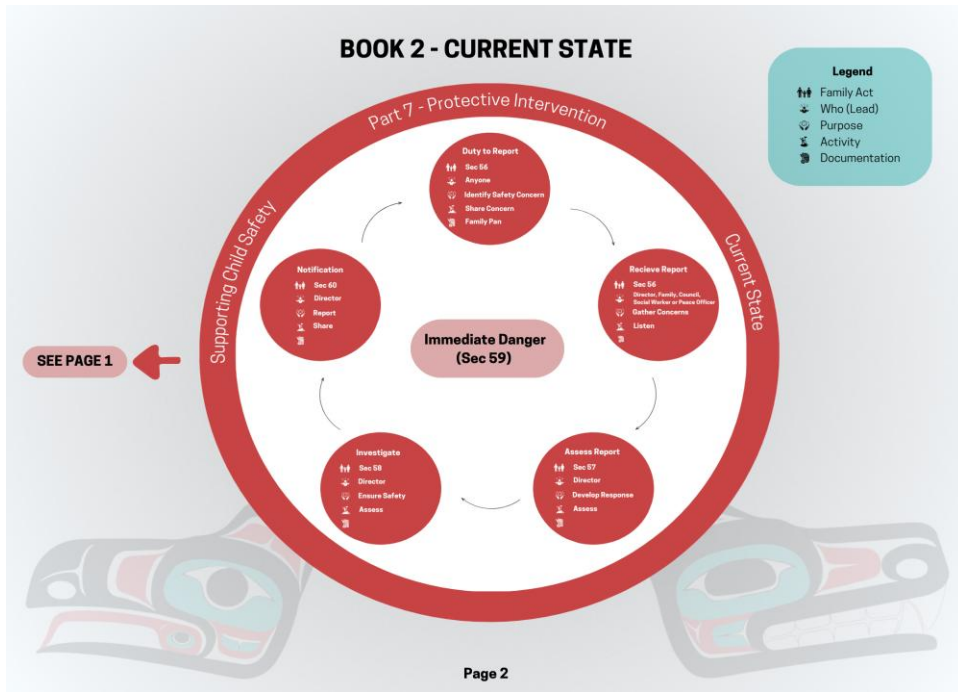
3. Practice

PART 5 of Book Two: C/TFN Family Act - COMMUNITY PROCESS - CARING FOR AND NURTURING CHILDREN

PART 6 of Book Two: C/TFN Family Act - FAMILY COUNCIL CARE



PART 7 of Book Two: C/TFN Family Act - PROTECTIVE INTERVENTION



Part 6 of Book Two: C/TFN Family Act

3.0 Kinship- Cultural Framework

Purpose

This Cultural Practice Framework provides guidelines for how employees will engage in their work, ensuring that service delivery is clear, culturally informed, and community-centered. Rooted in the traditional values and governance of C/TFN, this framework establishes expectations for professional conduct, decision-making, and relationship-building.

Guiding Principles for Service Delivery

1. **Tlingit and Tagish Ways of Knowing** – Employees integrate the wisdom, languages, and cultural practices of C/TFN into their work.
2. **Clan Governance and Community Voice** – Decision-making aligns with the Wolf and Crow Clan governance system, ensuring services reflect traditional structures.
3. **Dàkhwàkhwän (Well-Being and Trust)** – Staff create safe, inclusive, and supportive spaces where individuals feel valued and connected.
4. **Dän k'è (A Way of Being)** – Employees uphold strength, resilience, and connection to the land, culture, and community in their approach to service.
5. **Honoring Elders and Knowledge Holders** – Staff actively seek guidance from Elders, Language Keepers, and community leaders to shape service delivery.
6. **Haa shagóon (Our Ancestors, Our Future)** – Employees recognize intergenerational responsibility by ensuring their work supports long-term well-being.
7. **Collaboration and Relationships** – Staff foster strong partnerships with families, service providers, and community programs to deliver wraparound support.
8. **Accountability and Transparency** – Employees operate with integrity, reciprocity, and shared responsibility to uphold trust within the community.
9. **Adaptability and Growth** – Staff engage in continuous learning and improvement to ensure services remain relevant and responsive to evolving community needs.
10. **Traditional Storytelling as Information Gathering** – Workers value storytelling as a valid and meaningful way for individuals to share their experiences, ensuring services respect oral traditions and lived realities.
11. **Trauma-Informed and Impact-Informed Approaches** – Staff recognize the effects of historical and ongoing trauma, ensuring that service delivery is compassionate, healing-centered, and minimizes harm.
12. **Honoring the Voices of Children and Families** – Employees ensure that the voices of children and families are actively heard and incorporated into decision-making, emphasizing their rights, needs, and experiences.
13. **Comfort and Emotional Safety** – Services prioritize emotional and physical comfort, creating spaces where individuals and families feel safe to express themselves without fear of judgment or harm.

Operational Guidelines

1. How Workers Show Up in Their Role

- Demonstrate respect, cultural humility, and deep listening in all interactions.
- Prioritize relationship-building through meaningful, trust-based engagement.
- Use traditional storytelling as a method of gathering and understanding information.
- Uphold the principles of trauma-informed care by being attuned to the emotional, psychological, and historical experiences of individuals.
- Ensure that children and families are active participants in decision-making and service planning.
- Maintain a nonjudgmental, strengths-based approach that fosters dignity and self-determination.

2. Professional Development and Training

- Employees must participate in regular training on cultural safety, land-based approaches, and community-informed practices.
- Trauma-informed and impact-informed approaches must be integrated into all aspects of service delivery.
- Staff will be trained to facilitate traditional storytelling as a respectful way to gather experiences and perspectives.

3. Community Engagement and Communication

- Services must be delivered in ways that align with cultural traditions, including the use of storytelling and oral history as valid forms of information sharing.
- Clear and accessible communication practices must be followed, ensuring children and families understand their rights, options, and supports available to them.
- Staff must create opportunities for children and families to have their voices heard in a way that feels comfortable and empowering.
- Workers will adapt services to ensure emotional safety, providing choices in how, when, and where support is received.

4. Service Implementation and Evaluation

- Policies must be consistently applied in alignment with C/TFN values and governance.
- Regular reviews and adaptations of policies will ensure continued relevance and effectiveness.
- Staff must document and track service delivery outcomes to support informed decision-making and improvements.
- Feedback loops, including traditional storytelling circles, must be used to assess the impact of services and ensure continued responsiveness to community needs.

Expected Outcomes

- **Stronger Cultural Connection** – Services reflect and reinforce C/TFN identity, traditions, and governance.

- **Increased Community Trust** – Meaningful relationships and ethical service delivery enhance confidence in programs and workers.
- **Enhanced Well-Being** – Holistic, culturally grounded approaches contribute to improved mental, emotional, spiritual, and physical health.
- **Sustainable Governance** – Policies and procedures support long-term, community-led decision-making.
- **Empowered Individuals and Families** – Services promote self-determination and access to culturally appropriate resources.
- **Ongoing Improvement** – Continuous feedback and reflection ensure policies remain effective and responsive to community needs.

Cultural Summary

The translation and preservation of Traditional Knowledge are vital to our work, deeply rooted in the ways of knowing and being that have been passed down through generations. We honor and respect these teachings, ensuring that the wisdom shared by our ancestors continues to guide us today. This process of intergenerational knowledge sharing strengthens our connection to the land, culture, and each other, empowering individuals and families to thrive. By promoting and upholding these practices, we ensure the integrity and resilience of our community, while embracing the teachings that shape our collective future.

3.1 Receiving request for support/service by Family Council

POLICY STATEMENT: Family Council will receive requests to support child and family well-being from children, youth, families, Clans, community members, and service providers.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Connection	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Love	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Emotional Mental Life stage: Child Adult Season: Spring Summer Fall Winter	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Respect Courage Sharing Honour
Outcomes to be achieved: <ul style="list-style-type: none"> ● Child, parents, and families are involved in the decision making process. ● Child, parents, and family feel welcomed, listened to, heard, and respected. ● Child, parents, family members, and community feel safe to ask for help. ● Child, parents, and family understand why Family Council is involved and how the process will unfold. ● The safety and well-being of the child are protected. ● Requests for support are treated with compassion and respect. ● Person making request feels heard and valued. ● Person making request is reassured that seeking support is a sign of strength. ● Language used is accessible and culturally appropriate. ● Information is gathered in a culturally safe way. 			
Book 2 Part 6 Section 44: <i>Anyone who reasonably believes that a child or family is in need of support may refer the child or the child's family to Family Council.</i> <i>Referrals to Family Council are made by notice in writing delivered to any member of Family Council.</i> <i>A person who has reasonable grounds to believe that a child is in need of protective intervention shall immediately report the information in accordance with the duty to report provisions of this Act, and in such case may make a verbal report to any member of Family Council.</i>			

Practices and Procedures:

Family Council, the Independent Family Support Worker, the Director, the Director's staff, or the Child Advocate can receive a request for support services from children, youth, families, Clan, and community members. The person receiving the request:

- gathers information from the person(s) making the referral:
 - What is working well?
 - What are the worries?
 - What needs to happen?
- determines what Clan the family belongs to
- determines if the family has ancestry with other Nations
- determines if the family has had prior or current child and family well-being involvement with C/TFN, another Nation, Council of Yukon First Nations, or the Yukon government
- determines if the person requesting the support believes a child or youth may not be safe and if yes makes an immediate referral to the Director
- develops a plan to respond to the request for support.

When a request for support is made directly to a member of Family Council, that Family Council member will seek the support of the Independent Family Support Worker to assist in the review of the request for support/service.

If Family Council becomes aware of a child or family at risk of neglect or abuse, they can work with the family to develop a voluntary support plan to ensure that the concern does not come to reality. The Family Act is largely based on voluntary, preventative measures. All of these measures can be done right now before the Family Act is passed, as long as families voluntarily participate (FC Handbook).

Practice Guidance:

Using the words of the person requesting support, the Family Support Worker gathers and records information regarding:

- the reason for the request
- what help is needed?
- what is the best hope for the family?
- who is in the family?
- contact information for the family
- what is the ancestry(ies) of the family?
- what Clan the family belongs to
- what circles of supports does the family have in place?
- who are the support people for the child(ren) and family?
- who are the most significant people for the child(ren) and family?
- who may not be a source of support for the child(ren) and family?
- prior involvement with child and family well-being supports and/or services

- on a scale of 0 to 10 where 0 is there is critical need now and 10 is this child/youth/family appears to be functioning quite well

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

Independent Family Support Worker - I & R

Family Council - D & A

References:

Book 2 Part 6 Section 44

Forms Required:

Referral Form

Intake Form

Amendment Date:

3.2 Responding to request for support/service from Family Council

POLICY STATEMENT: Family Council will review and respond to all child and family well-being requests for support.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Consensus	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Wisdom Balance	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Mental Life stage: Child Adult Elder Season: Spring Summer Fall Winter	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Knowledge Sharing Compassion
Outcomes to be achieved: <ul style="list-style-type: none"> ● Child, parents, and family are involved in the decision making process. ● Child, parents, and family feel welcomed, listened to, heard, and respected. ● Child, parents, family members, and community feel safe to ask for help. ● Child, parents, and family understand why Family Council is involved and how the process will unfold. ● The safety and well-being of the child are protected. 			
<p>Book 2 Part 6 Section 44</p> <p><i>When a member of Family Council receives a referral, that member will call a Family Council meeting, and Family Council will meet within 72 hours.</i></p> <p><i>When a matter is referred to Family Council, Family Council will review the information contained in the referral and may:</i></p> <ul style="list-style-type: none"> ● <i>before deciding any further steps, request additional information concerning the referral;</i> ● <i>decline the matter at any time;</i> ● <i>if Family Council has reason to believe that the child may be in need of protective intervention, refer the matter to the Director for assessment under Part 7 of this Act;</i> ● <i>refer the matter to the child's Clan;</i> ● <i>refer the matter to any other appropriate person or agency; or</i> ● <i>accept all or part of the matter and appoint a Family Panel.</i> 			

If Family Council declines the referral or refers the matter to another agency or person, Family Council shall record reasons for its decision but shall only provide its reasons to the following participants, upon request:

- *the Parent(s)*
- *the Child, if Family Council determines doing so is in the best interests of the child;*
- *the Community Child Advocate; and*
- *the Director.*

If Family Council accepts all or part of a matter, Family Council shall:

- *develop guidelines to create a safe place for Family Circle participation; and*
- *appoint a Family Panel.*

Practices and Procedures:

The person receiving the request for support will notify Family Council of the request for support within 24 hours of receiving the request.

This notification will be by email that includes a link to the case management system. No confidential information will be provided within the email.

Family Council Chair will convene a Family Council meeting within 72 hours of the request for support.

A quorum of 5 members is required to proceed with the meeting.

Family Council will strive to make decisions by consensus. Where consensus is not possible, Family Council will make decisions by a majority vote.

Decisions of Family Council will be recorded in a Decision Document.

Family Council will designate a member to take minutes for all discussions relating to a Decision Document.

When a matter is referred to Family Council, Family Council will meet within 72 hours and shall decide to:

1. Decline the referral;
2. Refer the matter to the Child's Clan [*the Panel shall continue to work with the Clan if requested by the Clan*];
3. Refer the matter to any other appropriate person or agency;
4. Accept all or part of the matter and appoint a Family Panel to develop and manage the Family Circle; or
5. Refer the matter to the Director at any time a protective intervention is required.

In carrying out their responsibility when a matter is referred to Family Council, the Council, before determining its response, may request additional information.

Family Council will determine if a Family Panel should be appointed, and any other direction required.

If an imminent safety issue for a child(ren) is identified an immediate referral to the Director is made. This referral must include a discussion between a representative of Family Council and the Director.

In circumstances where a referral to the Director is made, a decision to refer to a Family Panel can be made concurrently.

Family Council informs the person making the request if the request:

- has been accepted by Family Council
- has been forwarded to the Clan
- has been forwarded to the Director
- if other action has been taken
- will not result in any action taken.

If Family Council declines the referral or refers the matter to another agency or person, Family Council shall record reasons for its decision. Family Council shall only provide its reasons to the following participants, upon request:

- the Parent(s);
- the Child, if Family Council determines doing so is in the best interests of the child;
- the Community Child Advocate; and
- the Director.

Family Council will seek advice from the Director and consider inviting the Director to Family Panel meetings to assist in reviewing and developing a response to the request for service.

Family Council can direct the Independent Family Support Worker to assist with carrying out the duties of Family Council.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):
Independent Family Support Worker - I & R
Family Council - D & A

References:

Family Council Terms of Reference - Section 5.6 to 6.6
Book 2 Part 6 Section 43

Forms Required:

Needs/Assessment Form
Family Council Briefing Form
Decision Document

Amendment Date:

3.3 Appointment and Responsibilities of a Family Panel

POLICY STATEMENT: Family Council will review the request for support to make determination to convene a Family Panel.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Consensus	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Wisdom	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Mental Life stage: Child Adult Elder Season: Spring Summer Fall Winter	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Sharing Knowledge Integrity
Outcomes to be achieved: <ul style="list-style-type: none"> • Traditional practices, fundamental concepts, virtues, and values are identified and employed. • Family Council has sufficient information to be able to determine the need for a Family Panel. • Child, parents, and family understand why Family Council is involved and how the process will unfold. • The safety and well-being of the child are protected. 			
<p>Book 2 Part 6 Section 45:</p> <p><i>Family Council shall appoint a Family Panel as soon as possible after accepting a matter.</i></p> <p>Practices and Procedures:</p> <p><u>Convening a Family Panel:</u></p> <p>Once Family Council decides to accept a request (case), Family Council appoints a Family Panel to review and respond to the request (deal with that case).</p> <p>The quorum to convene a Family Panel meeting is 5 Family Council representatives.</p> <p>In determining the response to the request, Family Council utilizes a consensus based decision making process. If consensus is not able to be achieved, then a majority decision making process is utilized.</p>			

A Family Panel will be composed of:

1. Family Council Chair;
2. one or more of the Deputy Chairs;
3. an additional member of Family Council, if Family Council deems necessary;
4. an Elder of Family Council, if Family Council deems necessary; and
5. any other individual with relevant experience or expertise who Family Council believes will assist the Family Panel.

Convening the Family Circle:

The Family Panel is responsible to establish the Family Circle format to handle the matter assigned by the Panel.

The Family Panel will identify a Peacekeeper to prepare for, to lead, and to follow up the Family Circle Process.

The Family Panel will ensure:

1. All interested parties are given reasonable opportunities to participate;
2. The process reflects the traditional values set out in C/TFN's Books One and Two;
3. All outcomes are based on the Fundamental Guiding Principles and Objectives, and traditional teachings;
4. Realistic deadlines are set, in consultation with the parties in each case; and
5. The Family Panel has sufficient resources to effectively address issues raised in each case.

During the Family Circle, the Family Panel may decide to refer the matter to a child's Clan, to an alternate process, or to another person or agency.

The Family Panel may also terminate their involvement in part or all of the matter. Before terminating all or part of their involvement, the Panel shall provide reasons to Family Council for the withdrawal and seek Family Council's approval.

Conflict of Interest:

Family Council Terms of Reference provides direction on conflicts of interest. Family Council members who have a direct or indirect conflict of interest in the matter under discussion, whether real, potential, or perceived, are not to be involved in decision making processes.

Confidentiality:

Family Council Terms of Reference provides direction on confidentiality. The contents of Family Council meetings that relate to a specific family, child or individual are strictly confidential. Family Council or the Family Panel may divulge information to health care

practitioners, counsellors, law enforcement, or legal counsel to the extent necessary to protect the best interests of the child.

Practice Guidance:

In determining how to respond to a request for support the Family Panel may wish to consider:

- Who loves the child in determining Circle participants?
- Who could love the child in determining Circle participants?
- What is working well for the child/youth, family?
- When has the child/youth/family been functioning at is best?
- What is the child/youth/family strengths?
- What was the person making the referral requesting?
- What are the best hopes for the child/youth/family person making the referral?
- What are the worries for the child/youth/family?
- On a scale of 0-10, how serious is the risk to the child?

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):
Independent Family Support Worker - I & R
Family Council - D & A

References:

Family Council Terms of Reference - Section 5.7, 5.8, 7.0, & 8.0

Forms Required:

Family Panel Meeting Record

Amendment Date:

3.4 Referral to Child Advocate by Family Council

POLICY STATEMENT: Family Council will request the involvement of the Child Advocate to ensure the best interests for the Child.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Connection	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Emotional Life stage: Child Season: Spring Summer Winter Fall	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Courage Sharing
Outcomes to be achieved: <ul style="list-style-type: none"> • Child has support. • Child has a voice in planning and decision making. 			
<p>Book 2 Part 5 Section 29</p> <p><i>Family Council shall have the responsibility to ensure reasonable notice of any Family Council Care is provided to the Community Child Advocate.</i></p> <p>Book 2 Part 5 Section 37</p> <p><i>The Director shall designate a Community Child Advocate who shall:</i></p> <ul style="list-style-type: none"> • <i>provide each child with independent, confidential support in all matters under this Act;</i> • <i>serve as an advocate and represent the child’s views in matters under this Act;</i> • <i>where necessary, assist in obtaining legal counsel for a child involved in any process under this Act;</i> <p>Practices and Procedures:</p> <p>Family Council will inform the Child Advocate of all requests for support received by Family Council. This will be through:</p> <ul style="list-style-type: none"> • written notification within 72 hours of the request for support, • verbal notification within 24 hours if there is an immediate and/or imminent need, followed by written notification within 72 hours of the request for support. 			

The Child Advocate will:

- provide each child with independent, confidential support,
- serve as an advocate and represent each child’s view, and
- assist in obtaining legal council for each child when necessary.

If Family Council declines a request for support or refers the request to another agency or person, upon request from the Child Advocate, Family Council will provide its reasons in writing to the Child Advocate.

If Family Council determines a child should not be present at Family Circle, Family Council will notify in writing the Child Advocate to represent the child’s interests.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

Independent Family Support Worker - I & R

Family Council - D & A

References:

Book 2 Part 5 Sections 29 & 37

Book 2 Part 6 Sections 44 & 46

Forms Required:

Referral to Child Advocate

Decision Document

Amendment Date:

3.5 Selection of Peacekeeper

POLICY STATEMENT: Family Panel will appoint a Peacekeeper when the Family Panel has identified the need for a Family Circle.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Consensus	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Wisdom Balance	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Emotional Mental Life stage: Child Adult Elder Season: Spring Summer Winter Fall	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Sharing Respect Integrity
Outcomes to be achieved: <ul style="list-style-type: none"> • Traditional protocols and decision-making processes are identified and employed. • The safety and well-being of the child are protected. 			
<p>Book 2 Part 6 Section 45</p> <p><i>Once the Family Panel is appointed, the Family Panel shall appoint a Peacekeeper as soon as possible.</i></p> <p>Practices and Procedures:</p> <p><u>Appointment of Peacekeeper:</u></p> <p>The Family Panel will identify a Peacekeeper to prepare for, to lead, and to follow up the Family Circle Process from the roster of Peacekeepers that is established by the Director.</p> <p>The Peacekeeper will work with all parties to designing, developing, and using the Family Circle process.</p>			
Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): Independent Family Support Worker - I & R Family Council - D & A			
References: Book 2 Part 5 Section 29.1 Book 2 Part 6 Section 45			

Family Council Terms of Reference Section 5.9
Forms Required: Request for Appointment of Peacekeeper Instructions to Peacekeeper
Amendment Date:

3.6 Convening and Conducting a Family Circle

POLICY STATEMENT: Peacekeeper will prepare for, facilitate, and follow up Family Circles requested by Family Council.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Consensus	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Love Balance	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Mental Emotional Life stage: Child Adult Elder Season: Spring Summer Winter Fall	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Honour Sharing Honesty Integrity Courage Respect
Outcomes to be achieved: <ul style="list-style-type: none"> ● Child knows who is in his/her family and who is part of his/her circle of care. ● Child, parents, and families are involved in the decision making process. ● Child, parents, and families feel welcomed, listened to, heard, and respected. ● Child, parents, family members, and community feel safe to ask for help. ● Family's and child's needs and strengths are identified. ● Family feels supported while their needs are discussed. ● Family and child are able to identify what is working well for the family, what is not working and express what needs to happen. ● People whom the family trusts are identified and engaged in helping the family. ● Traditional protocols and decision-making processes are identified and employed. ● The safety and well-being of the child are protected. 			

Book 2 Part 6 Section 45 & 46:

Once appointed, the Peacekeeper shall work with the Family Panel and all participants to design and facilitate a Family Circle.

Participation in the Family Circle is voluntary, and participants can withdraw at any time before a Family Plan is made.

All processes used in the Family Circle shall abide by the provisions of this Act and C/TFN Traditional Teachings set out in Book One.

Practices and Procedures:

The purpose of the Family Circle is to create a Family Plan to ensure the safety and wellbeing of the child, and to support the wellbeing of the family as a whole.

The Family Panel must refer all or part of a matter to the Director at any time that a protective intervention order under Part 7 of this Act is required to protect the child's safety or well-being.

The Family Circle may include mediation, a Circle process, an alternate format, or any combination of the above.

The Peacekeeper will assess the suitability of the resolution process throughout the Family Circle and may modify the Circle format at any stage with the consent of all participants.

The Peacekeeper facilitates the Family Circle.

All members of the Family Panel shall participate in all stages of the Family Circle, unless the Family Panel determines the presence of one or more of its members would not be in the child's best interests.

The Family Panel and the Peacekeeper shall take every reasonable measure to ensure the following participate in a Family Circle:

- the child, if the child is able to understand the process;
- the child's Parent(s);
- key members of the child's extended family;
- representatives of the child's Clan;
- the Independent Family Support Worker;
- the Community Child Advocate;
- relevant service providers;
- any person whose involvement will assist the Family Circle in meeting the Fundamental Principles and Objectives; and
- the Director.

Any person or First Nation representative may participate in the Family Circle process, provided they have an interest in the well-being of the child or can otherwise support the Family Circle in reaching a Family Plan.

If the Family Panel believes it is in the best interests of the child, the Family Circle may proceed in the absence of any participant named.

If the Family Panel deems it necessary to protect the best interests of the child, the Panel may exclude any person, including the child, from all or part of a Family Circle.

If all or part of a Family Circle proceeds without the child present, then while the child is absent the Community Child Advocate shall represent the child's interests.

Any question over the participation of a person in a Family Circle shall be determined by the Family Panel.

All participants shall make every effort to reach a consensus and shall consult with the Family Panel before leaving the Family Circle due to a failure to agree.

The Family Panel may permit anyone invited to participate in a Family Circle to:

- attend in person;
- provide a written statement;
- participate via videoconference or electronic means; or
- designate a representative to participate on their behalf.

Where appropriate, the participants in a Family Circle may by consensus select a professional to provide an assessment of a child, parent, caregiver, or to determine the suitability of a home or proposed living arrangement for the child.

When the participants in a Family Circle cannot appoint a professional by consensus, the Panel shall select a professional based on submissions from the Family Circle participants.

The costs of a professional assessment shall be paid by the Director, unless the Panel determines that part or all of the costs should be paid by any one or more of the other participants in the Family Circle.

All Family Circles shall take place in Carcross or Tagish, unless:

- *the matter involves an emergency, and it is not possible to hold the Family Circle in Carcross or Tagish; or*
- *the Family Panel determines the best interests of the child are not served by holding a Family Circle in Carcross or Tagish.*

Peacekeepers shall, at all stages of the Family Circle, inform all participants of the following:

- the steps in the Family Circle process;
- the responsibilities of all involved, which the Peacekeeper will confirm in writing for all participants;

- the consequences for any participant who fails to carry out their responsibility;
- objectives for all participants;
- timelines; and
- measures to determine progress and success in the Family Circle.

The Family Panel shall ensure the following factors are considered throughout the Family Circle:

- the bonding and relationship a child has established with a parent or other caregiver;
- the effect on the child of any delays in reaching a Family Plan;
- what is needed to foster a child's mental, emotional, spiritual, and physical development;
- the impact on the child of being removed from or remaining in the care of their parent or caregiver;
- the special needs of the child, and the parent(s) or caregiver(s) ability to provide for those needs;
- the views and preferences of the child, if these can reasonably be determined;
- the child's cultural heritage;
- the nature of the child's connection to their extended family and *Kwáan*;
- the willingness and capacity of a child's extended family and Clan to care for the child, or to support a parent or caregiver in caring for the child;
- the child's right to be a wanted and needed member within a stable and secure family structure;
- the child's connection with a potential caregiver who has not previously cared for the child;
- the child's mental, emotional, and physical stages of development; and
- any other factor the Family Panel deems appropriate.

At the outset of the Family Circle, and in consultation with the parties, the Family Panel shall establish deadlines for each Family Circle.

In setting or changing deadlines, the Family Panel shall consider that the child must be living in safe, stable settings as soon as possible and that any delay in reaching a Family Plan may be detrimental to the child.

The Family Panel may amend time limits for any step in the Family Circle process in consultation with the participants, provided that an extended timeline will not significantly interfere with the best interests of the child.

Family Council shall ensure the confidentiality of all or any parts of a progress report. If a consensus is not reached within the timeline established by the Family Panel, the Peacekeeper may:

- adjourn and set a date within one month for another Family Circle;
- seek an extension of time from the Family Panel;
- refer the matter to the Family Panel for a Panel Recommendation

The Peacekeeper shall, when requested by the Family Panel, submit a report to Family Council setting out progress in the Family Circle actions, as the Family Circle participants may agree, to reach a Family Plan by agreement.

At any stage in the Family Circle, the Family Panel may:

- refer all or part of a matter to the Clan, if it concludes doing so serves the best interests of the child. When the Panel refers a matter to the Clan, the Panel shall follow up with the Clan concerning the matter on a regular basis and continue to work with the Clan as requested by the Clan;
- refer the matter to an alternate process outside the Family Panel process, in accordance with subsection 46.31 of the Act; or
- refer the matter to any other person or agency, where it is in the best interests of a child or family.

If the Panel refers the matter to an alternate process beyond the Family Circle, the Panel shall support the parties by:

- determining an appropriate alternate process with the parties;
- helping to identify and assist the parties in acquiring relevant resources and funding, where appropriate; and
- providing such other assistance as the Panel deems appropriate.

With the approval of Family Council, the Family Panel may at any time terminate its involvement in part or all of a matter.

Before withdrawing from a matter, the Panel shall provide written reasons to Family Council. The Family Panel may only withdraw if Family Council approves the reasons for the withdrawal in writing.

If the Panel withdraws entirely from a matter, the Family Circle process is terminated. Upon withdrawal, the Family Panel may provide the Director with a Panel Recommendation for the resolution of the matter.

The Panel shall report the outcome of any Family Circle to Family Council as soon as possible.

No later than three days after reporting to Family Council, the Panel shall report the outcome of a Family Circle to any parent who did not participate in the Family Circle, provided such report is not prejudicial to the best interests of the child.

Responsibilities of Peacekeeper:

In preparing for a Family Circle the Peacekeeper will:

- respect and work cooperatively with other Peacekeepers in ways that incorporate and model traditional teachings, values and virtues;
- establish guidelines with participants for the process;
- work on improving relationships among all participants;

- endeavour to secure attendance of all key participants at each step in the process;
- manage the Family Circle process (Assessment, Preparation, Circle Gathering and Follow-up);
- establish necessary support groups for a child, and/or a parent or caregiver;
- monitor work of the support groups and take such actions deemed necessary to ensure all commitments are honoured;
- respect and address in the best means possible the concerns of all participants;
- meet with the family and such others as the Peacekeeper deems necessary, as soon as possible to develop and initiate a plan to handle the referral;
- prepare for and ensure all parties can participate fully in the process;
- where appropriate, conduct separate preparation Circles for each participant or participants with shared interests;
- working with the Family Panel, identify and encourage people who should be included in the Family Circle;
- identify the information and resources needed to resolve all issues, and
- determine when all parties are ready for an inclusive Family Circle.

The Peacekeeper follows the agreed upon Nation and community traditional decision making protocols.

The Peacekeeper asks the family about their own decision-making practices and seeks to incorporate those practices and traditions as directed by the family.

If a child has ancestry of another Nation, the Peacekeeper consults with the Family Panel and family regarding notifying the other Nation of the Family Circle giving consideration to including the other Nation in the Family Circle process.

Family Circle Process:

The Family Circle process consists of three phases:

- Preparing for the Family Circle;
- Facilitating the Family Circle;
- Following up post the Family Circle.

In preparing for the Family Circle the Peacekeeper:

- identifies with Family Council and family the prospective participants;
- prepares the participants for the Family Circle through sharing of information on the Circle process;
- gathers the views and best hopes of participants regarding the well-being of the child;
- determines location and time for Circle;
- prepares and shares the agenda for the Circle with participants that includes the purpose for the Circle;
- identifies agreed upon objectives;
- ensures supports are in place for participants;

- determines in consultation with the Family Panel if the child should participate in the Circle and if not ensures the Child Advocate is invited to participate in the Family Circle.

In facilitating a Family Circle, the Peacekeeper will guide conversation to gather participants' views on:

- what is needed to serve the best interests of the child;
- what is needed to care for the child considering all parts of the medicine wheel;
- what is needed to support the family to parent their child;
- what is needed to support the child and family to establish or retain connections to their Clan, culture, and community;
- what is needed to include and respect C/TFN traditional practices, fundamental concepts, values and virtues;
- the child's views on what is best for their well being;
- the parents' views on what is best for their child;
- the Clan's view on what is best for the child;
- does Family Council or community have the necessary expertise and resources to properly respond to the child's needs; and
- what should be included in the plan for the child and family.

The Peacekeeper will open the Family Circle in a good way by asking the family if they would like a welcoming prayer or open the meeting through a traditional practice.

In following up post Family Circle the Peacekeeper will:

- ensure a Family Plan is documented and provided to Circle participants; and
- check in with Circle participants to ensure participants receive any necessary support.

Practice Guidance:

In preparing for a Family Circle, it will be useful to explore:

- The parent(s)/family's understanding of the situation
- The parent(s)/family's strengths and resources
- The parent(s)/family's immediate basic care needs
- The parent(s) /family's goals for receiving services
- The type and duration of services the parent(s)/family is requesting
- The parent(s)/family's willingness, confidence, and capacity to develop and implement plans to address their needs and goals
- The parent(s)/family's supports – i.e., who they rely on for support
- Who the parent(s)/family are receiving services from at the moment
- Who could be involved in ongoing planning and support to address the family's goals, e.g., Clan, elder, aunts, uncles, other extended family members – both maternal and paternal, neighbours, other trusted persons, service providers
- The parent(s)' interest in participating in a Circle process.

Following are questions that can be asked in order to gather the necessary information to understand the family's story.

It is important to frame the questions in a culturally sensitive manner and ask the questions from a strengths based perspective. Focussing on child and family strengths, cultural connections, and spirituality builds trust and comfort to then be able to discuss challenges and struggles.

Asking open ended story telling questions honours family and supports space for narrative based responses.

Acknowledging traditional parenting and kinship systems recognizing the collective responsibility of Clans and Nations supports respectful and trauma informed relationships centred in dignity, respect, and healing.

- Strengths and issues of family
 - What are strengths and gifts of your family and your child?
 - What are the strengths of the child?
 - What are the issues/challenges facing the family?
 - What has helped your family through difficult times in the past?
 - What are the teachings and values that guide your family?
 - Who are the knowledge keepers, Elders, Clan members, or community members that support your family?
 - What has worked, what has not worked in the past to address these or similar challenges?
 - Are there any special needs such as FASD, mental health, trauma, learning disabilities, etc., for the child, siblings, parents, or other caregivers?
 - What does safety and well being look like from your perspective?
 - What are the child's gifts, strengths and talents?
 - Who are the people, places, and activities that make the child feel safe and happy?
 - What brings the child joy? What are the child's interests and passions?
 - Is there a need for any formal assessment(s)?

- Cultural connections
 - How is the child/family connected to their culture (e.g. language, ceremonies, etc.), family and/or community?
 - What opportunities exist for the child and the parents/family to participate in traditional activities, e.g., dancing, drumming, harvesting, spiritual guidance etc.?
 - What cultural teachings or practices are important to the family?
 - What cultural teachings or practices are important to the child?
 - How is your family connected to your community, land, and culture?

- Are there traditional activities or ceremonies that are meaningful to your family?
- How can we support your child in maintaining cultural identity and connections?
- Are there traditional approaches to healing that your family would like to incorporate?
- Presenting issues (the issues leading to the creation of the Circle)
 - Can you share your family's story and what brings us together today?
 - What is the family's understanding of the issues?
 - What does the family think needs to happen to ensure the child's safety and well-being?
 - What is the parent(s)' perspective about what help is needed?
 - What is the parent(s)' perspective on why others may be worried about their safety or safety of child?
 - Are there any practical supports for the family that can help address immediate or longer term needs (e.g. housing, food, transportation)?
 - Who do the parents/family turn to for support?
 - What is the child's understanding of the issues?
 - What would the child like to see happen?
 - What is important to the child?
 - With whom or where does the child feel safe?
 - Who does the child turn to for support?
 - Who are the 5 key people in the child's life?
 - How can we work together in a way that respects your family's way of knowing and being?
 - What does the child understand about the situation?
 - How can we support the family in a way that honours their voices and needs?
 - How can we support the child in a way that honours the child's voice and needs?
 - Are there immediate needs (housing, food, transportation, etc.) that we can help with?
 - How can we support your family in accessing both cultural and community supports?
- Child's well-being and day-to-day living issues
 - Is the child on track for developmental milestones? Are there specific cultural milestones to attend to? How are they being attended to?
 - What are the child's normal routines, and can they be maintained?
 - Can the child remain at the same school? Can the child access support, if needed, to be successful in school?
 - Can the child maintain relationships with supportive friends/peers?

- Are there any health issues that need to be addressed?
- Have arrangements been made for further assessments, if deemed necessary?
- What does a typical day look like for your child?
- What routines, practices, or traditions bring stability and comfort?
- How can we ensure that your child continues to feel a sense of belonging at school and in the community?

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): Peacekeeper - I & R Independent Family Support Worker - I Family Council - D & A
References: Book 2 Part 5 Section 38. 1 Book 2 Part 6 Section 46 Family Council Terms of Reference Section 5.9
Forms Required: Family Plan Development Form
Amendment Date:

3.7 Developing a Family Plan

POLICY STATEMENT: Peacekeeper will facilitate the development, documenting, and distribution of the Family Plan.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Consensus	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Wisdom	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Mental Life stage: Adult Season: Spring	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Diligence Trust Knowledge
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> • Decision making regarding children’s and parents’ care reflects traditional/inclusive processes. • Child, parents, extended family, and caregivers are involved in planning and the decision making process. • Members of the Circle are supported to speak openly and with respect. • Child, parents, and family feel welcomed, listened to, heard, and respected. • Child, parents, family members, and community feel safe to ask for help. • Child knows who is in his/her family and Clan and who is part of his/her circle of care. • Family’s and child’s needs, strengths and goals are identified. • People whom the family trusts are identified and engaged in helping the family. • Family feels supported while they address their needs. • Family and child are able to identify what is working for the family, what is not working and what is missing. • The Peacekeeper learns with whom the child and family feel safe. • All Circle members commit to the plan and to each person’s role within the plan. • Traditional protocols and decision-making processes are identified and employed. • The safety and well-being of the child are protected. 			
<p>Book 2 Section 6 Part 47:</p> <p><i>A Family Plan must identify:</i></p> <ul style="list-style-type: none"> • <i>the specific and overall objectives of the Family Plan;</i> • <i>the details of the plan of care for the child;</i> • <i>measures to:</i> <ul style="list-style-type: none"> ○ <i>protect the child from harm;</i> ○ <i>help the child and family to thrive;</i> ○ <i>ensure the child is cared for and nurtured in a stable, loving environment;</i> <i>and</i> 			

- *connect the child and family with their cultural identity;*
- *the specific responsibilities or commitments accepted by any person to implement the agreed measures;*
- *indicators of when the measures have been effective;*
- *clear deadlines to achieve the objectives of the Family Plan;*
- *a person or group to monitor the implementation of the Family Plan;*
- *processes to revise, rectify, and adjust the Family Plan and to resolve any differences that arise in the implementation of a Family Plan;*
- *consequences and courses of action that will occur if an individual does not follow the Family Plan; and*
- *a review date, which for the initial review must be no later than six (6) months from the date of the Family Plan.*

Practices and Procedures:

A Family Plan must identify:

- the specific and overall objectives of the Family Plan;
- the details of the plan of care for the child, including:
 - the child's living arrangement;
 - the exercise of decision-making responsibility with respect to a child;
 - when the child will not reside with a parent, arrangements for parent(s) or family members to visit a child;
 - if necessary, arrangements to supervise the individuals with care of a child; and
 - any conditions on a person's decision-making responsibility, communications with the child, or time spent with the child;
- measures to:
 - protect the child from harm;
 - help the child and family to thrive;
 - ensure the child is cared for and nurtured in a stable, loving environment; and
 - connect the child and family with their cultural identity;
- the specific responsibilities or commitments accepted by any person to implement the agreed measures;
- indicators of when the measures have been effective;
- clear deadlines to achieve the objectives of the Family Plan;
- a person or group to monitor the implementation of the Family Plan;
- processes to revise, rectify, and adjust the Family Plan and to resolve any differences that arise in the implementation of a Family Plan;
- consequences and courses of action that will occur if an individual does not follow the Family Plan; and
- a review date, which for the initial review must be no later than six (6) months from the date of the Family Plan.

For greater certainty, a Family Plan may include additional details, including but not limited to:

- cultural measures, including teaching children and families traditional healing processes;
- counselling, including counselling for relationships, mental health, substance use, and trauma;
- health care; and
- support services, including in-home support, parenting programs, respite care, childcare, and services to support children who witness family violence.

Where a Family Plan provides that the child will live with an adult other than a parent, the Family Plan shall, to the extent possible, set out the conditions upon which the parent may resume care of the child.

Where a Family Plan provides that a parent will resume care of the child, the Family Plan shall include a transition plan to promote a successful reintegration of the child into the parent's home.

Once an agreement is reached through the Family Panel Process, the Peacekeeper shall:

- set out, in draft format, the commitments and responsibilities each participant has accepted;
- review with each participant their commitments and responsibilities;
- review the draft Family Plan collectively with the Family Circle participants to ensure the draft accurately captures the decisions made; and
- ensure all parties' commitments and responsibilities are clearly understood.

If the parties consent to the draft Family Plan, the Peacekeeper will then present the Family Plan to the Family Panel for approval.

Unless a proposed Family Plan is contrary to the Fundamental Guiding Principles and Objectives or the child's best interests, the Family Panel shall approve a Family Plan reached through a Family Circle.

If the Family Panel does not approve all or part of a proposed Family Plan, the Family Panel shall provide reasons in writing to the participants and refer the matter back to the Family Circle for reconsideration.

If the Family Panel approves the Family Plan, the Family Plan shall be set out in writing and signed by:

- the parent(s) or caregiver(s) who participated in the Family Circle;
- the child, if the child participated in the Family Circle and is able to understand the Family Plan;
- a Family Panel representative;
- the Peacekeeper;
- the Director; and
- any person assuming care or responsibility for the child under the Family Plan.

A Family Plan is binding on the parties who sign the Family Plan.

A Family Plan may be filed in the court and once filed, is enforceable under this Act as if it were an order of the court.

Where a Family Circle does not result in a Family Plan, the Family Panel may make a Panel Recommendation to the Director. A Panel Recommendation may include:

- any of the details listed in subsections 47.1 or 47.2 of the Act; and
- where appropriate, recommended protective intervention measures under Part 7 of the Act.

The Director must consider a Panel Recommendation in any proceedings under Part 7 of this Act.

Practice Guidance:

The Peacekeeper facilitates the development of the family plan.

The Family Plan must include:

- What the family is worried about - the needs and concerns
- What is working well for the family - the family strengths
- Family's goals - both the child, parents, caregivers, and Clan's goals
- Family Council's goals
- What needs to occur to support achievement of the goals
- Who is responsible for what activities and/or actions
- The timeframes for carrying out the activities and/or actions
- When and how the plan will be reviewed
- Who will initiate the review of the Family Plan (i.e. who will be the case manager)

At times both, in circumstances of child safety, both Family Council and the Director will be involved in supporting the Circle to develop the Family Plan. If the plan includes activities and/or actions to address child safety this will be a safety and support plan. If the plan does not include activities and/or actions to address child safety this will be a support plan.

Following are questions that can be asked in order to gather the necessary information to understand the family's story. It is important to frame the questions in a culturally sensitive manner and ask the questions from a strengths based perspective. Focussing on child and family strengths, cultural connections, and spirituality builds trust and comfort to then be able to discuss challenges and struggles. Asking open ended story telling questions honours family and supports space for narrative based responses. Acknowledging traditional parenting and kinship systems recognizing the collective responsibility of Clans and Nations and supports respectful and trauma informed relationships that is centred in dignity, respect, and healing.

- Strengths and issues of family
 - What are strengths and gifts of your family and your child?
 - What are the strengths of the child?
 - What are the issues/challenges facing the family?

- What has helped your family through difficult times in the past?
- What are the teachings and values that guide your family?
- Who are the knowledge keepers, Elders, Clan members, or community members that support your family?
- What has worked, what has not worked in the past to address these or similar challenges?
- Are there any special needs such as FASD, mental health, trauma, learning disabilities, etc., for the child, siblings, parents, or other caregivers?
- What does safety and well being look like from your perspective?
- What are the child's gifts, strengths and talents?
- Who are the people, places, and activities that make the child feel safe and happy?
- What brings the child joy? What are the child's interests and passions?
- Is there a need for any formal assessment(s)?

- Cultural connections
 - How is the child/family connected to their culture (e.g. language, ceremonies, etc.), family and/or community?
 - What opportunities exist for the child and the parents/family to participate in with traditional activities, e.g., dancing, drumming, harvesting, spiritual guidance etc.?
 - What cultural teachings or practices are important to the family?
 - What cultural teachings or practices are important to the child?
 - How is your family connected to your community, land, and culture?
 - Are there traditional activities or ceremonies that are meaningful to your family?
 - How can we support your child in maintaining cultural identity and connections?
 - Are there traditional approaches to healing that your family would like to incorporate?

- Presenting issues (the issues leading to the creation of the Circle)
 - Can you share your family's story and what brings us together today?
 - What is the family's understanding of the issues?
 - What does the family think needs to happen to ensure the child's safety and well-being?
 - What is the parent(s)' perspective about what help is needed?
 - What is the parent(s)' perspective on why others may be worried about their safety or safety of child?
 - Are there any practical supports for the family that can help address immediate or longer term needs (e.g. housing, food, transportation)?
 - Who do the parents/family turn to for support?
 - What is the child's understanding of the issues?
 - What would the child like to see happen?

- What is important to the child?
- With whom or where does the child feel safe?
- Who does the child turn to for support?
- Who are the 5 key people in the child's life?
- How can we work together in a way that respects your family's way of knowing and being?
- What does the child understand about the situation?
- How can we support the family in a way that honours their voices and needs?
- How can we support the child in a way that honours the child's voice and needs?
- Are there immediate needs (housing, food, transportation, etc.) that we can help with?
- How can we support your family in accessing both cultural and community supports?
- Child's well-being and day-to-day living issues
 - Is the child on track for developmental milestones? Are there specific cultural milestones to attend to? How are they being attended to?
 - What are the child's normal routines, and can they be maintained?
 - Can the child remain at the same school? Can the child access support, if needed, to be successful in school?
 - Can the child maintain relationships with supportive friends/peers?
 - Are there any health issues that need to be addressed?
 - Have arrangements been made for further assessments, if deemed necessary?
 - What does a typical day look like for your child?
 - What routines, practices, or traditions bring stability and comfort?
 - How can we ensure that your child continues to feel a sense of belonging at school and in the community?

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

Peacekeeper - I & R

Independent Family Support Worker - I

Family - I & R

Child - I

Advocate - I

Family Council - D & A

References:

Book 2 Part 6 Section 47

Forms Required:

Family Plan

Referral to Service Provider

Consent for Sharing of Information

Amendment Date:

3.8 Reviewing a Family Plan

POLICY STATEMENT: Independent Family Support Worker to lead the review of the Family Plan and will convene a Family Circle to review and update the Family Plan.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Consensus Connection	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Love Balance	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Mental Spiritual Emotional Physical Life stage: Adult Elder Season: Winter Spring Summer Fall	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Respect Courage Honesty Humility Compassion
Outcomes to be achieved: <ul style="list-style-type: none"> ● Decision making regarding children’s and parents’ care reflects traditional and inclusive processes. ● A respectful working relationship with child and family has been developed. ● Social Workers have an understanding of trauma and trauma-informed practice when working with children and families. ● Child, parents, extended family, Clan, and caregivers are involved in planning and decision making processes. ● Child, parents, family, and Clan feel welcomed, listened to, heard, and respected. ● Child, parents, family members, Clan, and community feel safe to ask for help. ● Child knows who is in his/her family and who is part of his/her circle of care. ● Family’s and child’s needs, strengths and goals are identified. ● People whom the family trusts are identified and engaged in helping the family. ● Family Council learns with whom the child and family feels safe. ● Family feels supported while they address their needs. ● Family and child are able to identify what is working for the family, what is not working and what is missing. ● All Circle members commit to the plan and to each person’s role within the plan. ● Traditional protocols and decision-making processes are identified and employed. ● The safety and well-being of the child are protected. 			
Book 2 Part 6 Section 48: The Family Panel must conduct a review of a Family Plan: <ul style="list-style-type: none"> ● <i>on or before the review date set out in the Family Plan;</i> 			

- *at any time, upon the request of the child;*
- *at any time, upon the request of a Parent or other person who cares for the child;*
and
- *at the request of the Director.*

Practices and Procedures:

The purpose of a review is to assess the effectiveness of a Family Plan and to make any adjustments necessary to serve the child's best interests.

The Family Panel may use the Family Circle process to review the Family Plan, or if the child, parent(s) or caregiver and the Panel agree, the Family Panel may use another informal process to review a Family Plan.

If for any reason the Family Panel that approved the original Family Plan cannot conduct a review, Family Council may appoint another Family Panel to conduct the review.

At a review, any changes may be made to a Family Plan that are in the best interests of the child.

Any changes to a Family Plan must be made in writing and signed by all parties to the Family Plan.

Where, as the result of a review, a person who was not a party to the original Family Plan assumes care for the child, the new caregiver must also sign the amended Family Plan.

If the parties do not unanimously agree on proposed changes to a Family Plan, then the original Family Plan remains in effect.

Following creation of the initial Family Plan, the Circle members will meet within 2-4 weeks, or earlier if circumstances warrant. This meeting will be convened by the person identified to facilitate the review of the Family Plan.

The purpose of the meeting is to review and support implementation of the Family Plan.

The agenda for all Circle meetings ensures the following activities are addressed:

- According to the wishes of the family, a welcoming prayer and/or opening that links the process to traditional practices
- Reviewing roles and responsibilities of Circle members for Circle meetings
- Reviewing accomplishments in relation to the Family Plan
- Making note of successes regarding progress on action steps and/or when outcomes or indicators of success have been achieved or when positive events occur
- Assessing whether the Plan is working, e.g., are the action steps that were identified actually helping to achieve desired outcomes; are the family's and child's needs being met; do the outcomes still make sense; are adjustments needed?
- Making adjustments to the Plan as needed

- Confirming regular meeting dates

Regularity of meeting dates will depend on progress made with respect to implementation of the Family Plan. For example, the Circle will likely need to meet more frequently at the beginning or when the Circle is convened to address a child safety concern.

The Independent Family Support Worker recognizes the accomplishments of the members of the Circle in ensuring the safety and well-being of the child and family.

The Independent Family Support Worker gathers the Circle members' views regarding the progress toward goals in the Family Plan and ensures the review is documented through a revised Family Plan.

The person facilitating leads discussions on changes in the Circle's membership when adjustments to the plan require additional/new people in order to meet the changing needs of the family. (The loss of familiar faces can be challenging for some families, particularly for families who have difficulty establishing relationships.)

The Independent Family Support Worker is responsible for ensuring that the results of each Circle meeting are written down and distributed to Circle members, and that these results are documented as part of the child and/or family's file.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

Peacekeeper - I & R

Independent Family Support Worker - I

Family - I & R

Child - I

Advocate - I

Family Council - D & A

References:

Book 2 Part 6 Section 48

Forms Required:

Family Plan Review Form

Amendment Date:

3.9 Receiving of report of child safety by Family Council

POLICY STATEMENT: Family Council notifies the Director when Family Council becomes aware of a child that is unsafe, and the Family and/or Clan have not been able to ensure the child's safety.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Connection Laws	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Love Wisdom	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Spiritual Emotional Life stage: Child Season: Winter	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Compassion Responsibility Integrity
Outcomes to be achieved:			
<ul style="list-style-type: none"> ● Child's immediate needs are identified and addressed. ● Child, parents, and family feel welcomed, listened to, heard, and respected. ● Child, parents, family members, and community feel safe to ask for help. ● Child, parents, and family understand why the Director needs to be involved and how the process will unfold. ● Family feels supported while safety issues are address in a respectful manner. ● The safety and well-being of the child are protected. 			
Book 2 Part 6 Section 43.2 & 43.3:			
<i>In every case, at every step, Family Council's first priority is the immediate safety of the child.</i>			
<i>A protective intervention proceeding under Part 7 of this Act may proceed simultaneously with Family Council Care if:</i>			
<ul style="list-style-type: none"> ● <i>immediate intervention is required to protect a child;</i> ● <i>the court has adjourned an application for a protective intervention order under section 50 of this Act while Family Council Care proceeds; or</i> ● <i>Family Council refers part of a matter to the Director for resolution under Part 7 and refers the rest of the matter to Family Council Care.</i> 			
Practices and Procedures:			
If Family Council has reason to believe that a child is unsafe and may need protective intervention, Family Council will immediately refer the matter to the Director to assess a child's need for safety.			
The Director will coordinate a response plan with Family Council.			

The member of Family Council who has been made aware of the safety concern will contact the Director.

The Chair of Family Council will ensure the referral to the Director has been made through direct contact by Family Council or through the Independent Family Support Worker under direction from Family Council.

Practice Guidance:

When making a referral to the Director regarding safety concerns for a child, Family Council will provide where possible the following information:

- **who** [those involved and those who know about the concern]
- **what** [what they or others have seen or heard]
- **where** [the incident(s) take place]
- **when** [timeframe and most recent events] and
- **how** [the issue at hand came about]

Additionally, in making the decision to refer the matter to the Director, Family Council will consider:

Considerations for Risk	Strengths or Mitigating Considerations
Vulnerability of young children (under 5 years)	Children, especially those under 5 years, have 5 pairs of eyes on them
Vulnerability of children/youth with (neuro)developmental disability	Children with a (neuro)developmental disability have an assessment and are receiving services. Children are engaged in school, pre-school, day care or similar settings as appropriate
Previous involvement of the family with Family Council, Director, or previous involvement of the family with another child welfare agency	Children and family are engaged in activities outside the home, e.g., cultural and recreational activities

Ability and/or willingness of family and/or Clan to ensure safety and well being of the child/ren	Children and family are involved with and/or have healthy connections to extended family
Seriousness of current incident, e.g., is this an escalating situation and/or presence of domestic violence?	Parents and family members are willing to engage with their Clan, Family Council or Director
Current substance use/misuse	Parents, family and Clan members willing to curtail substance use when caring for the child/ren
Isolation from traditional community	Curiosity and/or desire to learn more about own culture/background and how that can contribute to well being.
Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A) Peacekeeper - D Independent Family Support Worker - D Family - D Child - D Family Council - D	
References: Book 2 Part 6 Section 43.2 & 43.3	
Forms Required: Referral of Child Safety Concern to Director (Director's Delegate - Social Worker)	
Amendment Date:	

3.10 Provision of Voluntary Support Services Agreements with Families (Supports for Families)

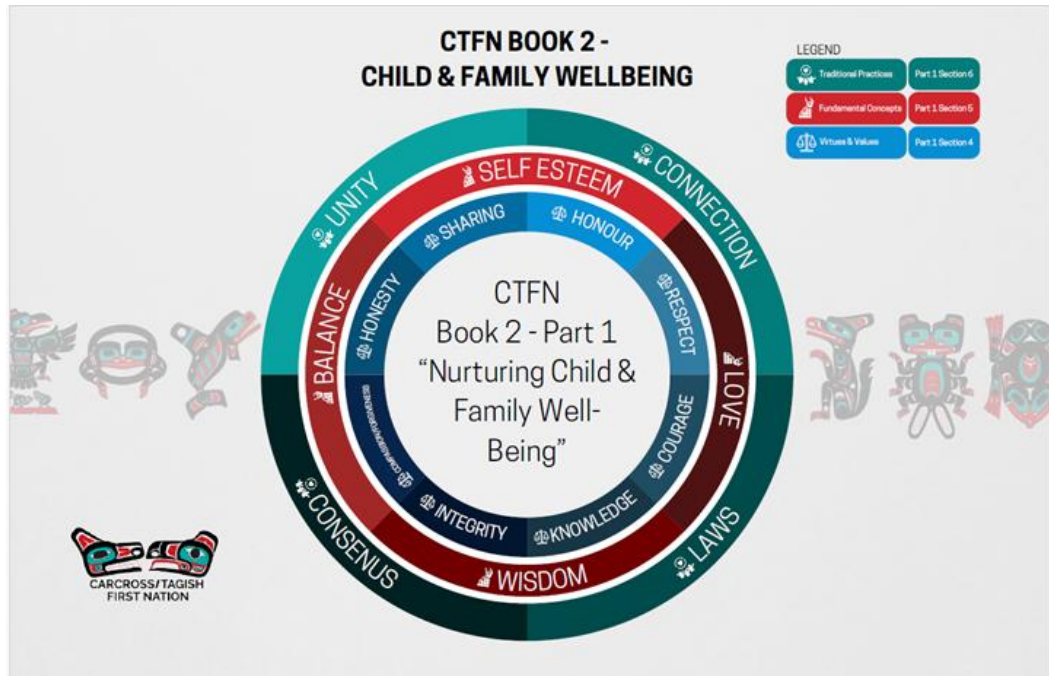
POLICY STATEMENT: Independent Family Support Worker facilitates the implementation of the Family Plan.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Connection Consensus	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Self-Esteem	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Mental Physical Life stage: Adult Season: Spring	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Trust Cooperation Accountability
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> ● Child, parents, extended family, Clan, and caregivers are involved in planning and the decision making process. ● Child, parents, family members, Clan, and community feel safe to ask for help. ● Family feels supported while they address their needs. ● Family and child are able to identify what is working for the family, what is not working, and what is missing. ● People the family trusts are engaged in helping the family. ● Family feels connected to extended family, community, place/land. ● Child and parents are connected with support and care related to their needs. ● Family members and caregivers are connected to resources as needed. ● The safety and well-being of the child are protected. 			
<p>Book 2 Part 6 Section 47:</p> <p><i>A Family Plan must identify a person or group to monitor the implementation of the Family Plan.</i></p> <p>Practices and Procedures:</p> <p>Once a Family Plan is developed and presented to the Family Panel for approval as per Section 47 of the Act, the Independent Family Support Worker will facilitate implementation of the plan.</p> <p>The Independent Family Support Worker is responsible for coordination of supports and services outlined in the Family Plan.</p> <p>The Independent Family Support Worker makes referrals to the support service providers. The referral outlines the services identified in the Family Plan.</p>			

<p>The Independent Family Support Worker convenes the Family Circle to review progress being made with the Family Plan at the frequency outlined in the Family Plan or when the family and/or supports request the Family Circle to be reconvened.</p>
<p>Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): Peacekeeper - I & R Independent Family Support Worker - I Family - I & R Child - I Advocate - I Family Council - D & A</p>
<p>References: Book 2 Part 6 Section 47</p>
<p>Forms Required: Family Plan Voluntary Services Agreement</p>
<p>Amendment Date:</p>

3.11 Development and Delivery of Promotional Programs (Community wide, Cultural, Land Based)

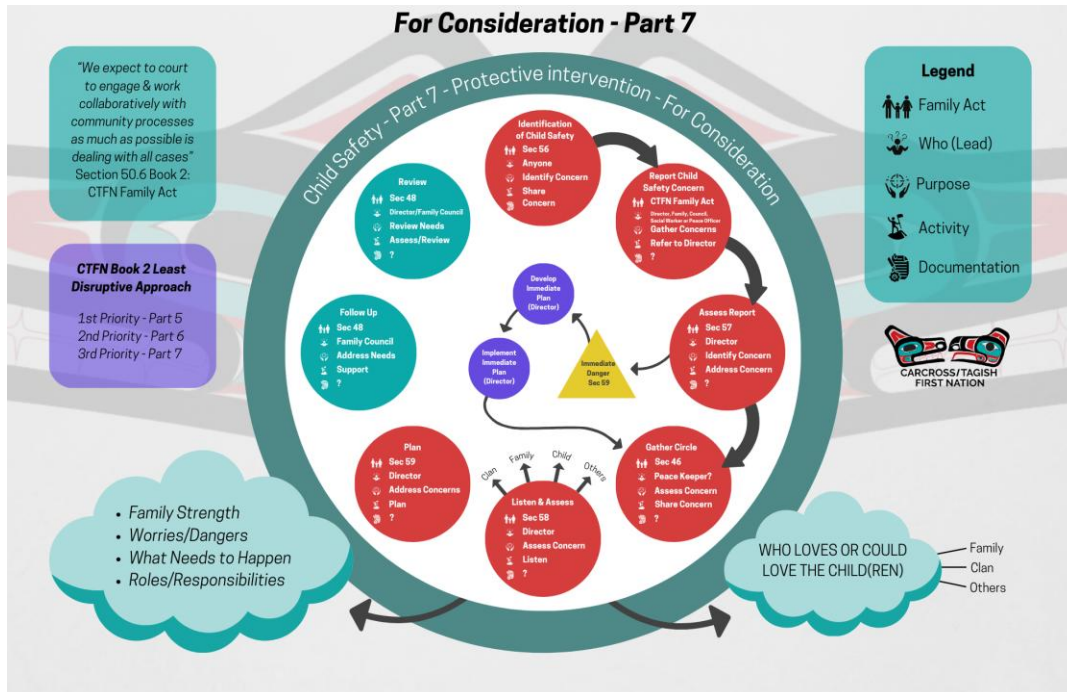
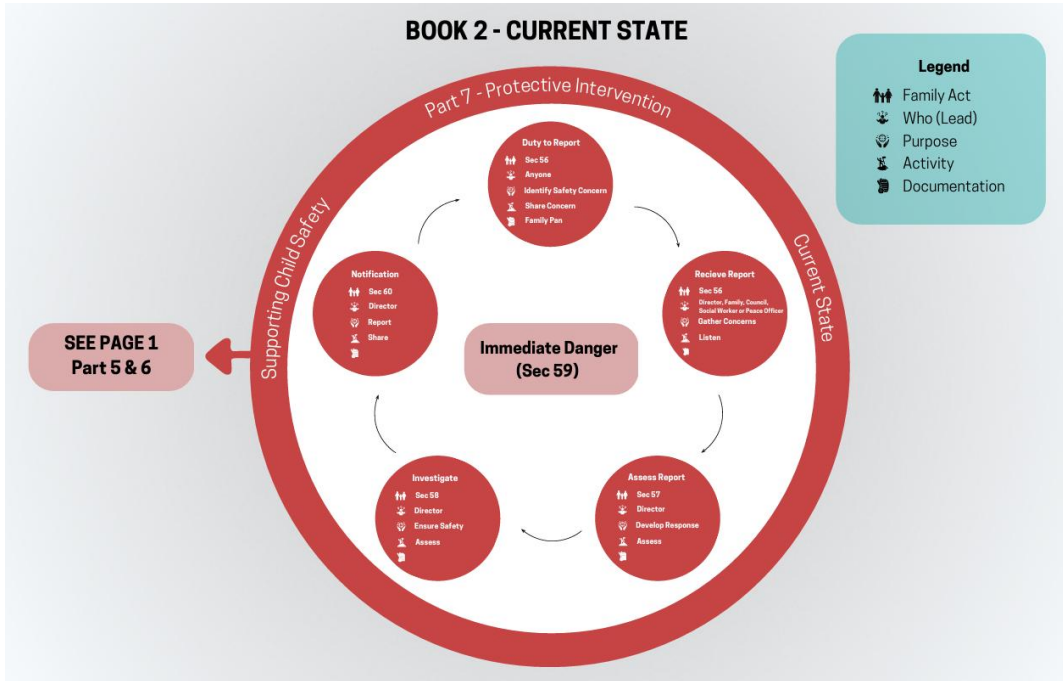
POLICY STATEMENT: Family Council through the community processes for caring for and nurturing children will promote and prioritize community based promotion and prevention activities.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Connection	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Love Wisdom	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Emotional Spiritual Life stage: Child Season: Summer	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Caring Responsibility Compassion Knowledge Generosity
Outcomes to be achieved:			
<ul style="list-style-type: none"> ● Family feels connected to extended family, Clan, community, place, and land. ● Child feels connected to family, siblings, Clan, community, culture, nation, and land. ● Child knows more about his/her community/culture and family. ● Community supports children and families in need. ● Health, social, and other resource providers are delivering community wide universal support programs. 			
Book 2 Part 5 Section 29.2(c)& (d)			
<i>The Director shall develop work plans for consideration by Family Council for promotion measures and events that prevent family breakdown and foster the wellbeing of children.</i>			
Practices and Procedures:			
Through supporting children, youth, families, and Clans through community processes that focus on community well-being, culture, and healing the need for Family Council Care and/or Director involvement will be reduced.			
Community cultural, land based, and other activities should be guided by C/TFN’s life cycle, ceremonies, potlatches, and feasts.			
Family Council can put together different programs and policies to support families in the community.			
Once approved in a budget, Family Council can also work to implement these policies and programs. An example of this is the Family Camp organized by Family Council.			

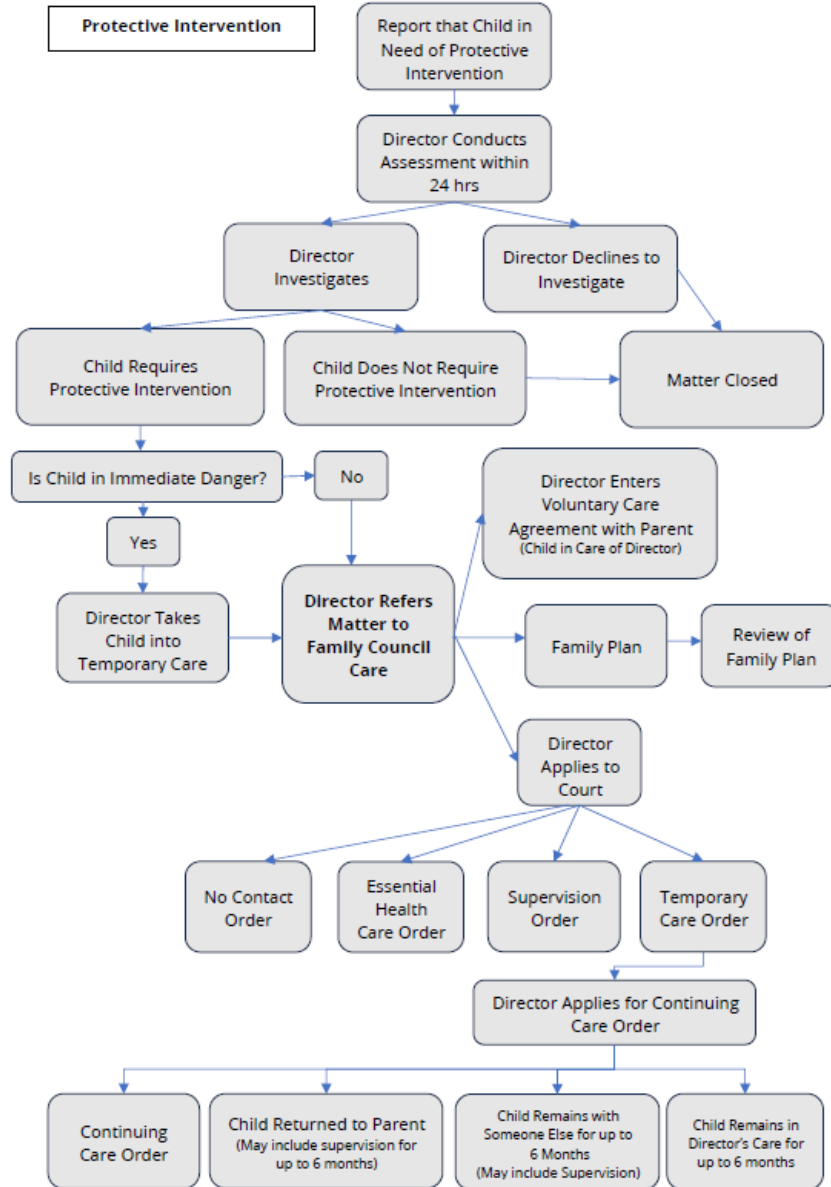
<p>Family Council can and should reach out to families in the community who are known to be struggling.</p> <p>Family Council can discuss with these families the supports available and can do things such as set up support groups, check in sessions or develop family safety plans.</p> <p>All of this preventative work can be done currently by Family Council.</p>
<p>Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): Independent Family Support Worker - I Family Council - D & A</p>
<p>References: Book 2 Part 5 Section 29.2(c)& (d)</p>
<p>Forms Required: Participant Consent Form</p>
<p>Amendment Date:</p>



PROMOTION	PREVENTION	PROTECTION
Promoting Healthy Families in Our Way	Supporting Vulnerable Families Our Way	Intervention to Protect Children Our Way
WHO: Programs and services available to all C/TFN families	WHO: Programs and services focused on vulnerable C/TFN families	WHO: Intervention to protect C/TFN children experiencing maltreatment
WHAT: To support all parents, caregivers and families to provide strong, consistent and loving care to C/TFN children based on traditional values and ways	WHAT: To alleviate stress on vulnerable families arising from a range of historical, social and economic factors	WHAT: To identify maltreatment of children and intervene by directly engaging families or through out-of-home placement
WHY: Provide support, education, tools before problems occur	WHY: To provide selective support to prevent escalation or problems	WHY: To intervene and protect when serious threats to safety exist
<p>EXAMPLES:</p> <ul style="list-style-type: none"> · Traditional Parenting Programs · Land-Based Family Camps · Uncle and Aunties Camps · Family Reunification Services 	<p>EXAMPLES:</p> <ul style="list-style-type: none"> · Land-Based Treatment for Parents · Peacemaking Circles to Resolve Family Conflict · Family violence Prevention · Special Child Care and Respite Care Services 	<p>EXAMPLES:</p> <ul style="list-style-type: none"> · Identification and investigation · In-home support and monitoring · Out-of-home care services

PART 7 of Book Two: C/TFN Family Act





3.12 Receiving of request for support/service by Director

POLICY STATEMENT: Social Worker (Director’s Delegate) will receive requests to support child and family well-being from children, youth, families, Clans, community members, and service providers.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Connection Laws	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Love Respect	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Emotional Mental Life stage: Adult Season: Spring	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Compassion Empathy Cooperation integrity Trust
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> ● Child, parents, and family feel welcomed, listened to, heard, and respected. ● Child, parents, family members, and community feel safe to ask for help. ● Child, parents, and family understand why referral to Director is involved and how the process will unfold. ● Family is welcomed into service. ● Family feels supported while addressing their needs. ● The safety and well-being of the child are protected. 			
<p>Book 2 Part 6 Section 44:</p> <p><i>Anyone who reasonably believes that a child or family is in need of support may refer the child or the child’s family to Family Council.</i></p> <p><i>Referrals to Family Council are made by notice in writing delivered to any member of Family Council.</i></p> <p>Practices and Procedures:</p> <p>Family Council, the Independent Family Support Worker, the Director, the Director’s staff, or the Child Advocate can receive a request for support services from children, youth, families, Clan, and community members. The person receiving the request:</p> <ul style="list-style-type: none"> ● gathers information from the person(s) making the referral <ul style="list-style-type: none"> ○ What is working well? ○ What are the worries? ○ What needs to happen? ● determines what Clan the family belongs to ● determines if the family has ancestry with other Nations 			

- determines if the family has had prior or current child and family well-being involvement with C/TFN, another Nation, Council of Yukon First Nations, or the Yukon government
- determines if the person requesting the support believes a child or youth may not be safe and if yes makes an immediate referral is made to the Director
- develops a plan to respond to the request for support.

Practice Guidance:

Using the words of the person requesting support the Social Worker gathers and records information regarding:

- the reason for the request
- what help is needed
- what is the best hope for the family
- who is in the family
- contact information for the family
- what is the ancestry(ies) of the family
- what Clan the family belongs to
- what circles of supports does the family have in place
- who are the support people for the child(ren) and family
- who are the most significant people for the child(ren) and family
- who may not be a source of support for the child(ren) and family
- prior involvement with child and family well-being supports and/or services
- on a scale of 0-10, how serious is the risk to the child?

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

Social Worker - I & R
Family Council - I & R
Director - D & A

References:

Book 2 Part 6 Section 44

Forms Required:

Referral to Director for Support
Intake Form

Amendment Date:

3.13 Receiving of report of child safety by Director

POLICY STATEMENT: Social Worker (Director’s Delegate) is available to receive concerns regarding a child’s safety or well-being at all times.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Connection Consensus	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Love	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Physical Emotional Life stage: Child Season: Fall	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Integrity Responsibility Trust Compassion honour
Outcomes to be achieved:			
<ul style="list-style-type: none"> ● Child, parents, and family feel welcomed, listened to, heard, and respected. ● Child, parents, family members, and community feel safe to ask for help. ● Child, parents, and family understand why and how the process will unfold. ● Family is welcomed into service. ● Child’s immediate needs and developmental needs are identified and addressed. ● The safety and well-being of the child are protected. 			
Book 2 Part 7 Section 56 & 57			
<i>A person who has reasonable grounds to believe and does believe that a child is in need of protective intervention shall immediately report the information on which they base their belief to the Health and Wellness Director or their delegate, Family Council, a Social Worker, or a peace officer.</i>			
<i>A Social Worker, peace officer, or Family Council member or alternate who receives a report that a child is in need of protective intervention shall immediately provide the report to the Director.</i>			
<i>Upon receiving a report that a child is in need of protective intervention, the Director must assess the information contained in the report as soon as possible, and in no case more than 24 hours after receipt of the report and decide whether an investigation is necessary to determine whether the child is in need of protective intervention.</i>			
Practices and Procedures:			
In receiving a report of a concern regarding the safety of a child, the Social Worker gathers and records the following information:			
<ul style="list-style-type: none"> ● The reporter’s name and contact information ● The reporter’s relationship to the child/youth and family 			

- Reason for the report
- Name, age, present location, description of, and contact information for any children about whom concerns have been expressed;
- Names, location, and contact information for the child's immediate and extended family members;
- Child's Aboriginal ancestry and community
- Current circumstances of the child;
- Names of other people, organizations, or agencies who are involved with and/or familiar with the child's circumstances;
- On a scale of 0-10, how seriously does the caller view the situation?

The Social Worker informs the person making the report:

- That there may be a request for further clarification of the initial information or for assistance in locating the family;
- Of the estimated time frame for response;
- How the person making the report will be advised of the outcome of the assessment of the received information;
- The Family Act requirements for confidentiality including that the reporter's identity is confidential and will not be disclosed unless required in a court proceeding;
- The Family Act requirements when a false report is made.

C/TFN will ensure a plan is in place to receive reports:

- during business hours,
- after hours through an on-call schedule, and
- will have a protocol in place with police for circumstance when a C/TFN Social Worker is not available.

Practice Guidance:

When the Social Worker receives a report of a concern regarding a child's safety and well-being, using the caller's own words, the Social Worker elicits the caller's concerns, perspective on the problem, ideas for improving the situation, and expectations for the outcome of the call by gathering information related to:

- **who** [those involved and those who know about the concern],
- **what** [what they or others have seen or heard],
- **where** [the incident(s) take place],
- **when** [timeframe and most recent events] and
- **how** [the issue at hand came about]

Useful questions to ask include:

- How often has the person making the report seen the incident happening? What convinced the person making the report to take action now (i.e. what is different about this time)?
- Is there a history of domestic violence?
- Did the person making the report see the incident/alleged abuse or neglect directly?

- How did the person making the report become aware of the allegation?
- How is the behaviour a problem for the child or for the caller?
- What has the family's response been in other similar situations? How is that different from what is occurring now?
- What has the person making the report done to address the situation (for example, has the person making the report spoken with the parents/caregivers directly, or spoken with anyone who knows the family)?
- What is the person making the report worried will happen if no action is taken by C/TFN?
- What does the person making the report think needs to happen?
- What can be done to help, including whether the person making the report has been or might be helpful to the family?
- What is going well for the family? What are the family's strengths?
- Does the family have anyone who has helped them in the past or who could help them now with this concern, including other community resources?
- How is the physical, emotional, mental, and spiritual well-being of the child?
- What is going well for the child and what is of concern for the child?

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

Social Worker - I & R

Family Council - I

Director - D & A

References:

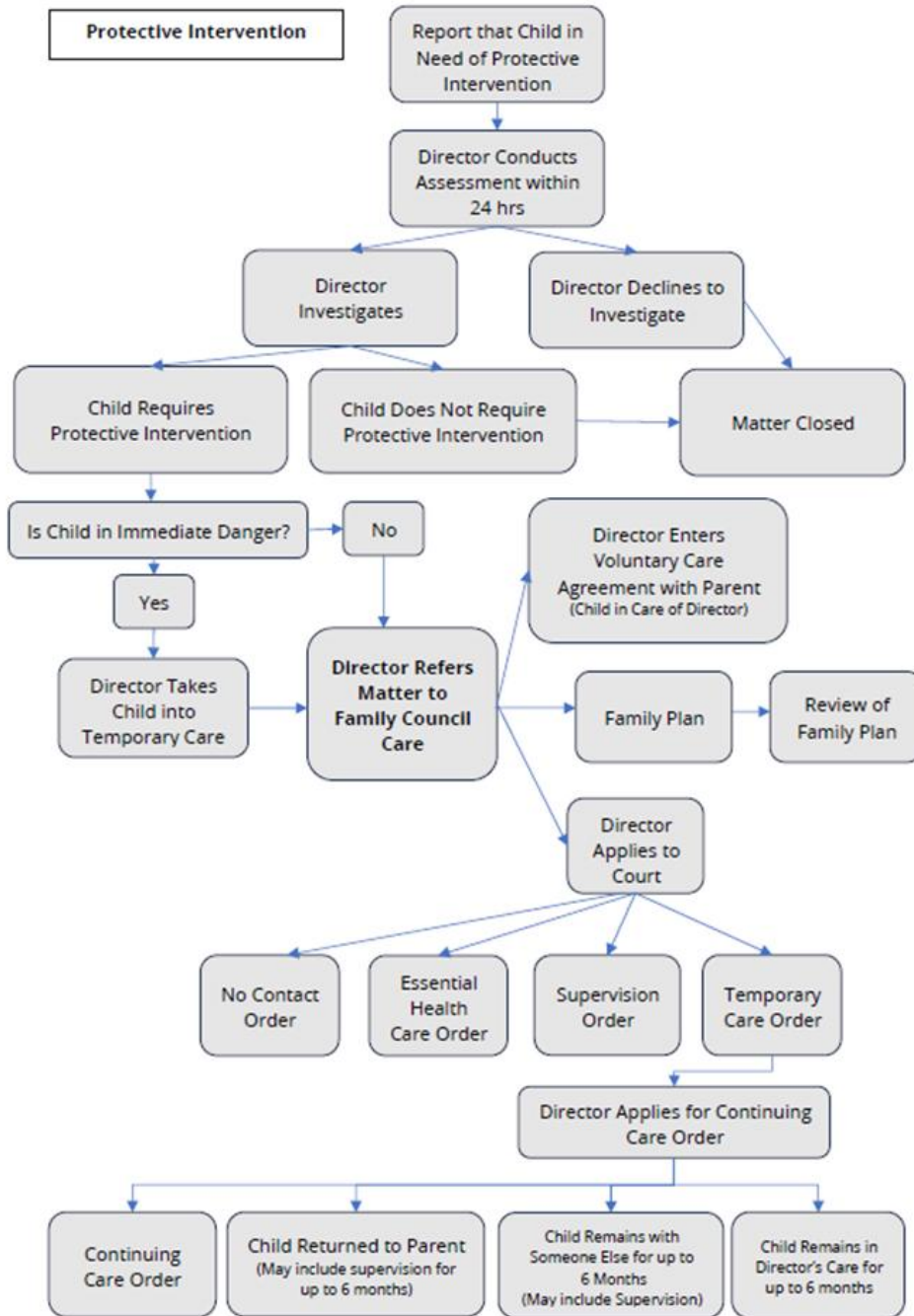
Book 2 Part 7 Section 56 & 57

Forms Required:

Referral to Director for Child Safety Concern

Intake Form

Amendment Date:



3.14 Developing response to child safety report to Director

POLICY STATEMENT: Social Worker will respond to all reports of child safety.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Consensus Laws Connection	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Wisdom	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Physical Mental Life stage: Child Season: Fall	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Responsibility Integrity Compassion Courage Accountability
Outcomes to be achieved: <ul style="list-style-type: none"> ● Family feels supported while they address their needs. ● Child’s immediate needs and development needs are addressed. ● Child is safe. ● Family is supported to address child’s needs for safety. ● People in family’s circle of support are identified. ● Director and Family Council are working collaboratively to develop a plan to support the family and address needs of child. ● Response plan is developed. 			
<p>Book 2 Part 7 Section 57</p> <p><i>In assessing the information contained in the report, the Director must consider whether the matter should include any support services or referral to Family Council Care.</i></p> <p><i>The Director may refuse to investigate if the Director is satisfied that:</i></p> <ul style="list-style-type: none"> ● <i>a report is false, frivolous, vexatious, or malicious;</i> ● <i>there is insufficient evidence to warrant further investigation;</i> ● <i>the contents of the report, even if true, do not support a finding that the child is in need of protective intervention; or</i> ● <i>the Parent(s) have remedied the circumstances that lead to the need for protective intervention.</i> <p><i>Unless the circumstances above apply, after assessing the information in the report, the Director must immediately start an investigation to determine whether a child is in need of protective intervention.</i></p> <p>Book 2 Part 7 Section 59:</p>			

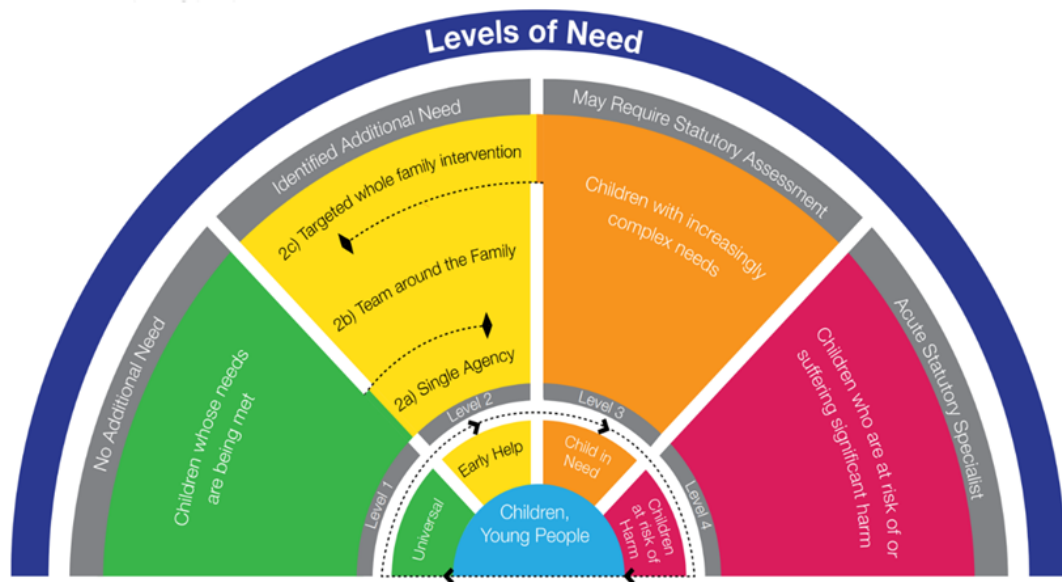
Where a child's health or safety is in immediate danger, the Director may immediately protect the child by taking the child from the Parent(s) or caregiver(s) and may take the child into the temporary care of the Director.

Practices and Procedures:

Following receipt of the call, the Social Worker determines if the concern is a child protection concern.

The Social Worker also determines how quickly he/she must respond to the report.

The Social Worker makes an initial determination of the level of need based on the information presented in the report. This assessment of need may change as more information is gathered.



The Social Worker assesses the report immediately under the following circumstances:

- The child appears to be injured or in a life threatening or dangerous situation
- The child is vulnerable to serious harm because of age (i.e. under age 5), developmental concerns, or visibility in the community
- The child is reported (by police or other authorities) to be a risk to the community (e.g. has harmed, assaulted, or killed another person)

In considering the question: "Is the child safe?" the Social Worker assesses the criteria for responding immediately. These criteria are:

- The child appears to be injured or in a life threatening or dangerous situation
- The child is vulnerable to serious harm because of age or developmental concerns
- The child is reported (by police or other authorities) to be a risk to the community (e.g. has harmed, assaulted, or killed another person)

- The police have not been authorized to return the child to the parent or a designated person.

If the criteria are met for responding immediately, the Social Worker alerts the Family Council that there is a child in immediate need or danger.

When an immediate medical response is required, the Social Worker ensures that the necessary health care is provided. If possible, the child is taken to a health care provider who knows the child.

When the Social Worker cannot respond immediately, they may ask one or more of the following to attend to the child:

- Community Safety Officer;
- police;
- family;
- Clan;
- Family Council representative;
- another responsible person who can determine whether the child's safety or health is in immediate danger.

In determining the necessary steps required to ensure the child's immediate safety, the Social Worker may:

- provide intensive in-home support;
- remain with the child until the parents can be located;
- provide an out-of-home care option;
- take charge and place the child in a safe place (with family, neighbours or friends);
- remove the child and place the child in an approved resource;
- enter into a care agreement with the parent, if the parent is available and consents.

When the child has ancestry with another First Nation, the Social Worker involves that Nation in decision making and identifying a safe place for the child if this action is required.

When a criminal offence against the child/youth is suspected, the Social Worker will notify police.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

Social Worker - I & R

Family Council - I

Director - D & A

References:

Book 2 Part 7 Section 57

Forms Required:

Assessment of Child Safety Report

Amendment Date:

3.15 Referral to Family Council

POLICY STATEMENT: Social Worker must involve Family Council in matters where the Social Worker believes a child is currently, or at risk of, being harmed.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Connection Laws Consensus	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Wisdom	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Spiritual Mental Life stage: Adult Season: Winter	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Honour Trust Integrity Compassion Responsibility
Outcomes to be achieved: <ul style="list-style-type: none"> • Child, parents, and families are involved in the decision making process. • Child, parents, and family feel welcomed, listened to, heard, and respected. • Child, parents, family members, and community feel safe to ask for help. • Child, parents, and family understand why and how the process will unfold. • The safety and well-being of the child are protected. • The Director and Family Council are working in partnership to support the family. 			
Book 2 Part 7 Section 50: <i>The Director must refer a matter to Family Council Care if the Director believes that the child is in need of protective intervention and the Director:</i> <ul style="list-style-type: none"> • has started or intends to start an application to the court • is considering entering into a voluntary care agreement. <i>The objective of a referral to Family Council is to develop a Family Plan that supports the family and remedies the circumstances which caused the child to need protective intervention.</i> Practices and Procedures: If the Social Worker (Director’s Delegate) has reason to believe that a child is unsafe and may need protective intervention, the Director within 24 hours will notify the Chair of Family Council to coordinate a response plan with Family Council.			
Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): Social Worker - I & R Director - D & A			
References: Book 2 Part 7 Section 50			

Forms Required: Directors Referral to Family Council
Amendment Date:

3.16 Referral to Child Advocate by Director

POLICY STATEMENT: Social Worker will notify Child Advocate of significant measures involving a child.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Consensus Connection	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Wisdom	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Spiritual Emotional Life stage: Child Season: Winter	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Integrity Trust Accountability Diligence Preservation
Outcomes to be achieved:			
<ul style="list-style-type: none"> ● The child’s views and wishes are considered in decisions pertaining to the child. ● The child feels safe and supported. ● The child’s best interests are considered in decisions pertaining to the child. 			
<p>Book 2 Part 7 Section 58 - Notification of the results of a Child Protection Investigation</p> <p><i>Except where a report would endanger the child or cause harm to any other person, the Director shall make all reasonable efforts to report the results of an investigation as soon as practicable to the Community Child Advocate</i></p> <p>Book 2 Part 7 Section 60 - Notification of Child Entering Care</p> <p><i>When a child is taken into care for any reason, the Director shall notify, as soon as possible the Community Child Advocate</i></p> <p>Book 2 Part 7 Section 64 - No Contact Application</p> <p><i>Unless the matter is an emergency, at least two days before the date set for hearing an application for a no contact order, the Director shall serve notice of the time, date, and place of the hearing on the Community Child Advocate</i></p> <p>Book 2 Part 7 Section 65 - Essential Health Care Application</p> <p><i>At least two days before the date set for hearing an application for an essential health care order, the Director shall serve notice of the time, date, and place of the hearing on the Community Child Advocate</i></p> <p>Book 2 Part 7 Section 66 - Supervision Application</p> <p><i>Unless the matter is an emergency, at least seven days before the date set for hearing an application for a supervision, the Director shall serve notice of the time, date, and place of the hearing on the Community Child Advocate</i></p>			

Book 2 Part 7 Section 67 - Temporary Care Application

Unless the matter is an emergency, at least seven days before the date set for hearing an application for a temporary care order, the Director shall serve notice of the time, date, and place of the hearing on the Community Child Advocate

Book 2 Part 7 Section 70 - Continue Care Application

At least 14 days before the date set for hearing an application for a continuing care order, the Director must serve notice of the time, date and place of the continuing care hearing on the Community Child Advocate.

Practices and Procedures:

The Director will provide written notification to the Community Child Advocate of:

- the results of all child protection investigation within 72 hours.
- when a child enters the Director’s care within 24 hours.
- applications for:
 - no contact at least 2 days before hearing,
 - essential health care at least 2 days before hearing,
 - supervision at least 7 days before hearing,
 - temporary care at least 7 days before hearing, and
 - continuing care at least 14 days before hearing.

The Child Advocate will:

- provide each child with independent, confidential support,
- serve as an advocate and represent each child’s view, and
- assist in obtaining legal council for each child when necessary.

Practice Guidance:

The Child Advocate will be guided by:

- United Nations Declaration on the Rights of Indigenous People;
- United Nations Declaration of the Rights of a Child; and
- Best Interests of Child as laid out in the Family Act.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

Social Worker - D

Director - D

References:

Book 2 Section 37

Book 2 Part 7 Sections 58, 60, 64, 65, 66, 67, &70

Forms Required:

Referral to Child Advocate

Amendment Date:

3.17 Entering into Voluntary Agreements for Placement of Children

POLICY STATEMENT: Social Worker will facilitate Voluntary Agreement for placement when, through a Circle process in collaboration with Family Council, it is determined that a parent is temporarily unable to look after the child in the parent’s home.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Consensus	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Love Wisdom	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Mental Emotional Life stage: Child Season: Fall	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Compassion Respect Responsibility Honour Trust
Outcomes to be achieved:			
<ul style="list-style-type: none"> • Child, parents, extended family, and caregivers are involved in planning and in the decision making process. • Child, parents, family members, and community feel safe to ask for help. • Family feels supported while they address their needs. • Family and child are able to identify what is working for the family, what is not working and what is missing. • Child and parents are connected with support and care related to their needs. • People who the family trusts are identified and engaged in helping the family. • Family members and caregivers are connected to resources as needed. • The safety and well-being of the child are protected. • Circle of support is established for family. 			
Book 2 Part 7 Section 63			
<i>The Director may make a written agreement with a Parent who has guardianship of a child but is temporarily unable to look after the child in the Parent’s home.</i>			
<i>Under a Voluntary Care Agreement, the Parent retains guardianship of the child but gives temporary care of the child to the Director, and the Parent may delegate to the Director some or all decision-making responsibilities with respect to the child.</i>			
Practices and Procedures:			
The Voluntary Care Agreement (Agreement) is a less intrusive alternative to a court ordered decision and is created to ensure the child’s well-being.			
When a parent is temporarily unable to look after the child in the home, the Social Worker considers an Agreement with the parent and an approved caregiver if:			

- the Social Worker, the parent, and the child in collaboration with the Circle agree that the child needs out-of-home care in order to meet the child's need for safety, stability and continuity of relationships;
- the Social Worker, parent, child, and Circle members are in agreement that a plan can be developed to resolve the circumstances that caused the child to require out-of-home care;
- the Agreement is in the child's best interests;
- the Agreement will promote the family's capacity to care for the child.

The initial term of a Voluntary Care Agreement shall not exceed six months.

A Voluntary Care Agreement may be renewed, but the total duration of the Agreement must not exceed 24 months from the date the Agreement was signed.

The Social Worker leads the completion of the written Agreement through collaboration with the Circle.

Before entering into an Agreement, the Social Worker working wherever possible with the Circle:

- considers the child's views, dependent on the child's level of development, about his or her sense of safety and well-being in regard to the proposed living arrangement;
- ensures the child understands the reasons for and details of the proposed living arrangement (depending on the child's level of development);
- ensures the parent entering into the Agreement has custody of the child;
- arranges for an ongoing sharing of confidential information among the parties of the Agreement;
- confirms the direction provided through the Circle process how the parents and other significant people will maintain contact and involvement with the child;
- agrees on a timeframe for the Agreement within the Family Act timeframes;
- confirms that the services being offered to the child and parent are available;
- confirms the custodial and guardianship responsibilities that are transferred by the Agreement;
- confirms the required notice to end the Agreement.

The Agreement defines the:

- transfer of care from the parent to the Director;
- the time period of the Agreement.

In addition, the Agreement includes:

- who will care for the child;
- a plan for parental contact with the child;
- services provided to the parent(s);

- roles and responsibilities of Circle members.

The initial term of the Voluntary Care Agreement must not exceed six months.

If a Voluntary Care Agreement is required before the Circle has met, the Social Worker supports the child's connection to family, community, and culture until such time as a Plan is developed, by:

- assisting the child to maintain contact with the family;
- providing the child with information about parental activities and progress toward reunification;
- assisting the child to maintain relationships with siblings and extended family through visits and shared activities;
- identifying extended family who may provide respite services or be considered as an alternative caregiver;
- assisting the child to stay in the same school.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

Social Worker - I & R

Family Council - I

Director - D & A

References:

Book 2 Part 7 Section 63

Forms Required:

Voluntary Care Agreement

Amendment Date:

3.18 Responding to reports of child abuse/neglect (Investigations)

POLICY STATEMENT: Social Worker develops a deeper understanding of the child and family's situation to ensure child safety.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Connection Laws Consensus	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Wisdom Love	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Mental Physical Spiritual Life stage: Child Adult Season: Winter	Relevant V Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Compassion Integrity Humility Trust
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> ● Child, parents, and families are involved in the decision making process. ● Child, parents, and families feel welcomed, listened to, heard, and respected. ● Child, parents, family members, and community feel safe to ask for help. ● Traditional protocols and decision-making processes are identified and employed. ● Family's needs and strengths are identified. ● Social Worker learns with whom the family feels safe. ● Social Worker has sufficient information to be able to determine the level of service required. ● Child, parents, and family understand why and how the process will unfold. ● The safety and well-being of the child are protected. 			
<p>Book 2 Part 7 Section 58:</p> <p><i>While conducting an investigation under this Part, the Director may:</i></p> <ul style="list-style-type: none"> ● <i>interview the child;</i> ● <i>interview the child's Parent(s) or caregivers;</i> ● <i>interview other members of the child's family;</i> ● <i>attend and assess the premises where the child resides; and</i> ● <i>take such other measures as the Director deems necessary to determine whether the child is in need of protective intervention.</i> <p><i>A Parent or person who has been entrusted with the care of a child will permit the Director to visit and interview the child in private while conducting an investigation under this Part.</i></p> <p><i>Where the Director is denied access to a child, and the Director has reasonable grounds to believe that the child may be in need of protective intervention, the Director may apply to court for an order without notice to any person.</i></p>			

If the court is satisfied that the Director has reasonable grounds to believe that the child may be in need of protective intervention, and the Director has been denied access to the child by any person, the court may grant one or more of the following orders:

- *that the person disclose the location of the child to the Director;*
- *that the person allow the Director or their delegate to interview or visually examine the child;*
- *that the Director or their delegate be authorized to enter and remove the child from the place where the child is located and transport them to a place for an interview or medical examination; and*
- *that a health care provider be authorized to examine the child.*

If the child is removed from the place where the child was located for an interview or medical examination, the Director shall, following the interview or examination, return the child to the Parent or other person entrusted with the child's care, unless the Director:

- *brings the child into the Director's care under this Act; and*
- *is authorized to do so by a Court order, or within 48 hours applies to the Court for an order to take the child into the Director's care.*

If the Director has reasonable grounds to believe that the production of a document or object would further an investigation under this section, and a person refuses to comply with the Director's request to produce the document or object, the Director may apply to a Court for an order that the person produce the document or object.

The Director shall, as soon as practicable after commencing an investigation, make all reasonable efforts to contact:

- *the child's Parent(s); or*
- *if the child is a member of another First Nation, the child's First Nation,*

to advise them of the investigation, unless doing so would jeopardize the investigation, cause physical or emotional harm to any person, or endanger the safety of the child.

Except where a report would endanger the child or cause harm to any other person, the Director shall make all reasonable efforts to report the results of an investigation as soon as practicable, to:

- *the child's Parent(s), or a person entrusted with the care of the child;*
- *if the child is a member of another First Nation, the child's First Nation; and*
- *the child, if the child is capable of understanding the information;*
- *Family Council; and*
- *the Community Child Advocate.*

The Director is not required to contact or report to anyone named above if:

- *the Director reasonably believes that reporting the results of the investigation would cause physical or emotional harm to any person;*

- *the Director reasonably believes that reporting the results of the investigation would endanger the child's safety; or*
- *a criminal investigation into the matter is contemplated or underway.*

A peace officer may assist the Director in enforcing any orders made under this section, and may use any reasonable force necessary to do so.

Practices and Procedures:

Planning the Response (Investigation):

When planning an investigation, the Social Worker takes into consideration protective factors in the child's life, i.e. relationships and resources available to the child and his/her ability to access them.

The Social Worker actively encourages the parent(s) to bring a trusted support person to all interviews.

The Social Worker meets individually with the parent(s), family, and the child, in a place that is comfortable and accessible, to gather important information in order to develop a cooperative relationship and determine any immediate course of action required.

The Social Worker actively encourages parents and family to bring a trusted support person to all meetings and interviews.

The Social Worker is attentive to barriers that may hinder reaching and engaging with parents and family (timing of meetings; transportation) and tries to ensure that all meetings take place at a time and in a location that is convenient for the family.

Throughout this process of meeting with the child and with the parent(s) and family, the Social Worker respects the views, cultural heritage, spiritual beliefs, and identity of the child, family, and extended family.

If the report concerning the child's safety or the file history indicates a concern regarding the child's living situation, the Social Worker observes the child/youth's living situation as a component of the information gathered.

If the exploration of the family's basic care needs indicates the family requires supports and/or resources, the Social Worker actively works with the appropriate community agencies or services to help address those needs and circumstances.

The Social Worker creates an initial plan for how the investigation will proceed. In consultation with the supervisor, the plan for investigation identifies:

- People who can provide supplementary information;
- What professionals and community services providers will be involved;
- How the necessary information will be gathered;
- When each of these events will occur;

- How the Social Worker will work with the family to determine who will participate in the Circle;
- Which protocols – agency, community, regional, provincial – are to be followed in the investigation;
- What consents will be obtained and from whom.

The Social Worker conducts the abuse/neglect investigation in collaboration with the police when any of the following criminal offences against the child occur:

- Physical or sexual assault;
- Sexual exploitation;
- Failure to provide the necessities of life;
- Criminal negligence causing bodily harm.

In addition to the interviews, the Social Worker:

- directly observes the child's living situation;
- obtains information and reports from collaterals;
- reviews relevant past records and files;
- contacts the family physician or other medical practitioner who has recently treated the child;
- arranges for a medical examination of the child (in cases that indicate a need for a medical examination).

Meeting with Parents:

In meeting with the parent(s) and family, the Social Worker tells the family why he/she is concerned and gathers information with respect to:

- The parent(s)/family's understanding of the situation and/or allegation;
- The parent(s)/family's strengths and resources;
- The parent(s)/family's immediate basic care needs;
- The parent(s)/family's goals for improving the safety of the child;
- Exceptions to the current situation – i.e. times when the parent/family has responded differently to the same or similar events;
- The parent(s)/family's willingness, confidence, and capacity to develop and implement plans for the child's safety;
- The parent(s)/family's supports – i.e., who they rely on for support;
- Who the parent(s)/family are receiving support and/or services from at the moment;
- Who should be involved in ongoing decisions regarding the child, e.g., Clan, Elder, aunts, uncles, neighbours, other trusted person, service providers;
- The parents' willingness to participate in a Circle process.

The use of Signs of Safety (chart included below) is one approach that can be utilized in gathering of information. Information is gathered on what are the worries, what is working well, and what needs to happen in relation to child safety and well-being.

Signs of Safety Assessment and Planning Framework: Seven Analysis categories

What are we worried about?	What's working well?	What needs to happen?
HARM	EXISTING STRENGTHS	SAFETY GOALS
DANGER STATEMENTS	EXISTING SAFETY	NEXT STEPS
COMPLICATING FACTORS		

On a scale of 0–10 where 10 means the child/teen is safe enough and we can close the case and zero means things are so bad for the young person we must remove them into care immediately, where do you rate this situation today?

Put different judgment numbers on scale for different people, e.g. different professionals, child, parents etc.

**Signs of Safety (SoS) is designed to help children, young people and their families participate more easily and effectively in social work, build safety for children and young people at risk of significant harm, help professionals assess risk more effectively and to help make plans with children and young people and their families. needs, what the family goals and agency goals are with regard to the welfare of the child.*

A record of the meeting will be given to everyone who attended the meeting. Where can I find more information? ... What happens at the SOS meeting? ... SoS style meetings may be held for a variety of reasons. The meeting facilitator's job is to ask questions of those at the meeting, including the child or young person and their family, in order to draw out an understanding of the child's or young person's situation. The discussion will centre around strengths, dangers, safety and making plans for the future that meet the needs of the child. To make sure that the information shared in the meeting is properly understood it is recorded on a large whiteboard or projected onto a screen so that everyone can clearly see and comment. The information is recorded in three columns exploring the following key questions: · What are we worried about? · What's working well? · What needs to happen? At most meetings everyone will be asked what they feel about the current situation of the child or young person. The question will usually focus on the issues that led to the meeting being held, so if regarding the safety of the child, participants, including the child and their family, will respond to the question on a scale of 0 (child is unsafe) and 10 (child is safe). This is referred to as a scaling question and is used to help generate discussion and highlight differences in opinion and perception. At the end of the meeting there will be agreement to what the next steps should be.

[NYSCP-Signs-of-Safety-OMG-Jun-16.pdf](#)

Supporting families to identify their circles of support is useful in gathering those that should and should not be involved in supporting the safety and well being of the child(ren).



At the end of the initial meeting with the parent(s)/family, the Social Worker provides a clear summary, verbally and in writing of:

- Key points of the meeting, including what it is that the Social Worker is worried about with respect to the child’s safety and well-being
- How the Social Worker will likely proceed to resolve the Social Worker’s or community’s concerns regarding the child’s safety and well-being
- How Family Council will be involved
- Referral to the Peacekeeper
- The Circle planning process, including: the purpose of a Circle; who is typically involved in a Circle process; what types of information are typically gathered as part of a Circle; the rights/roles/responsibilities of parents/family within a Circle process; what may happen as a result of the Circle process; and how long this process will take.

At the end of the meeting with the parent(s), to facilitate relationship building and increased transparency, it may be helpful to ask the parent(s) to repeat, in their own words, their understanding of what the Social Worker is concerned about and how the Social Worker intends to proceed.

Meeting with Child(ren):

Before meeting with the child and with all children living in the home, the Social Worker must inform the child’s parent, unless the Social Worker believes that the parent:

- may jeopardize the child’s safety;
- may prevent the Social Worker from seeing the child;
- may leave the community with the child;
- could influence the child’s discussion with the Social Worker.

When meeting with the child, the Social Worker gathers information with respect to:

- The child’s understanding of the situation and/or allegation
- Exceptions to the current situation – i.e. times when the parent(s)/family responded differently to the same or similar events
- What the child thinks is going well at home
- What the child is worried about
- What the child thinks needs to happen to make things better or help her/him feel less worried
- The child’s supports – i.e., who he or she turns to for support
- The child’s willingness to participate in a Circle process
- Who the child thinks should be involved in the Circle process

When meeting with the child, the Social Worker provides a clear summary of how they will proceed to resolve the Social Worker’s or community’s concerns
Regarding the child’s safety and well-being

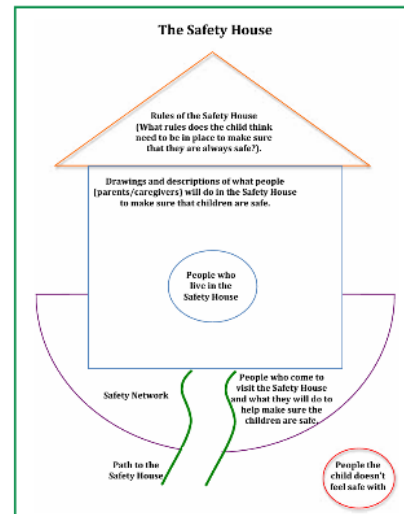
In assisting the Social Worker in gathering the child’s views, tools such as the Three Houses and the Safety House tools may be of assistance:

Elements of the Safety House

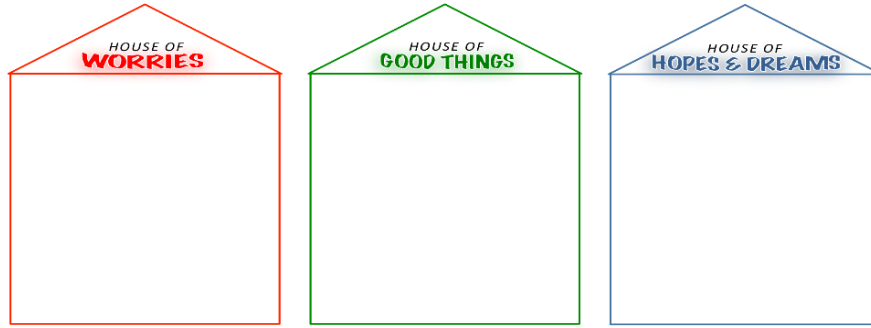
The Safety House is designed to capture a visual representation of everything the child thinks needs to be happening for them to be safe in the care of their family. The Safety House contains five key elements:

- Inside the Safety House
- Visiting the Safety House: The outer semi-circle
- The Red Circle: Unsafe people
- The Roof: Rules of the Safety House
- The Safety Path: Scaling the Progress to Safety

Each of the five elements of the Safety House is designed to explore a particular aspect of the child’s views about safety, belonging and wellbeing.



[the-safety-house-tool.pdf](#)



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Framework for Practice The Safety House Tool

Gathering Information from Others (Collaterals):

Prior to meeting or talking with any collaterals, the Social Worker obtains the parent(s)' consent to gather information from collaterals.

The Social Worker gathers information from anyone who may have information regarding the child's situation including the collateral(s)' understanding of:

- The child's situation and/or the allegation
- The parent(s)/family's strengths and resources
- The parent(s)/family's immediate basic care needs
- Exceptions to the current situation – i.e. times when the parent/family has responded differently to the same or similar events
- The parent(s)/family's capacity to develop and implement plans for the child's safety
- Who has helped the family in the past or who could help them in the future
- Who should be involved in ongoing decisions regarding the child, e.g., Clan, Elder, aunts, uncles, neighbours, other trusted person, service providers
- What they would like to see happen for the child and family
- On a scale of 0-10, how serious is the risk to the child?

The Social Worker records all the information gathered from parent(s), child, and others.

Initial Statement of Concern:

Based on the information gathered during the initial intake and assessment process, the Social Worker, in collaboration with parent(s)/family, prepares an Initial Statement of Concern that reflects the family's need for support or a concern with respect to the child's safety and well-being.

The Social Worker and the family together develop the Initial Statement of Concern. The Statement is written in plain language, using behavioural statements.

The Initial Statement of Concern describes the Director's or Social Worker's concerns along with the family's concerns and goals.

The Initial Statement of Concern describes what the Social Worker and family are worried might happen to the child if nothing changes in the family.

The Initial Statement of Concern:

- States what the Social Worker is worried about and what needs to happen to keep the child safe from future harm
- Acknowledges past harm
- Describes current specific observable behaviours that are of concern
- Describes complicating factors, e.g., family isolation and/or discord, mental health issues, substance abuse, FASD, level of community well-being
- States what is working well for the family and the child
- States the family's goals
- States the Social Worker's goals
- States the bottom line [e.g. that the child cannot remain in the home under current circumstances, or the circumstances that will result in the child being removed from the home].

An Initial Statement of Concern is a starting point for developing a Plan for the child and family and changes with additional information. The Statement likely will change based on input from Circle meetings.

Concluding the Investigation:

The Social Worker makes the determination of the needs for the child and family and if there is a child safety concern. The Social Worker actively engages with the Family's circle of support and Family Council to make this determination.

The Social Worker shares the outcome of the investigation with:

- The parent/guardian who is entitled to custody;
- Any other parent involved in the incident;
- The person who made the report;
- The child if the child can understand the information;

The Social Worker does not disclose the results of the investigation if doing so could:

- endanger the child's safety
- could cause physical or emotional harm to anyone, or
- a criminal investigation into the matter is underway or contemplated.

If the subject of the report is a child from another First Nation or community, the Social Worker informs the designated representative of that First Nation or community.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): Social Worker - I & R Family Council - I Director - D & A
References: Book 2 Part 7 Section 58
Forms Required: Assessment and Planning Framework Form
Amendment Date:

3.19 Creating an Initial Plan

POLICY STATEMENT: Social Worker will develop an initial plan to address immediate needs of the child with the involvement of family whenever possible.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Consensus Connection Laws	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Self-esteem Love	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Mental Emotional Physical Spiritual Life stage: Child Season: Spring	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Diligence Respect Trust Responsibility Compassion
Outcomes to be achieved:			
<ul style="list-style-type: none"> ● Immediate needs of child are addressed. ● Child, parents, and families are involved in the decision making process. ● Child, parents, and families feel welcomed, listened to, heard, and respected. ● Child, parents, family members, and community feel safe to ask for help. ● Traditional protocols and decision-making processes are identified and employed. ● Family’s needs and strengths are identified. ● Social Worker learns with whom the family feels safe. ● Child, parents, and family understand why and how the process will unfold. ● The safety and well-being of the child are protected. ● Family feels supported when their needs are identified. 			
Practices and Procedures:			
<p>In keeping with the wholistic nature of working with families, there is one plan for children and families regardless of the services that they receive. Components of the plan include:</p> <ul style="list-style-type: none"> ● the plan for support for family and child; ● the plan for safety which addresses child protection concerns and plans for ensuring the child’s safety and well being; and, ● for children brought into care, the plan to ensure family, Clan and cultural connections. <p>The initial Plan articulates how the goals will be achieved. The Plan is not a list of services in which the parents/adults must participate.</p> <p>The initial Plan must be written in clear, plain language that can be understood by all members of the Circle, family, and the child.</p>			

The Plan identifies roles and responsibilities for implementing the Plan, including:

- Who is responsible for what activities and/or actions
- The timeframes for carrying out the activities and/or actions
- How the family's progress towards achieving the Plan goals will be evaluated

The Social Worker will clarify:

- That everyone in the Circle understands his or her role and responsibility.
- The Social Worker's roles and responsibilities with respect to the Family Act and related policies and procedures.
- Whether anyone else needs to be involved.

All members of the Circle will receive copies of the section(s) of the plan for which they are responsible.

Emergency Circumstances:

At times an emergency safety plan is required. It is an action plan that is intended to help maintain a safe environment for the child while the Social Worker and Circle are supporting the family to make behavioural changes.

Circle members will identify the most serious safety concerns and potential crisis situations that may occur for the family.

Based on discussion of these concerns and potential crisis situations, the Social Worker and Circle will develop an Emergency Plan that includes:

- consideration of the previous circumstances and past strategies for dealing with emergencies, including from the family's perspective on what worked and what didn't work
- potential responses for each potential emergency or crisis situation
- roles and responsibilities for each Circle member should an emergency/crisis emerge.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

Social Worker - I & R

Family Council - I

Director - D & A

References:

No Book 2 Reference

Forms Required:

Child Safety Response Plan

Amendment Date:

3.20 Removal of Children for Safety Concerns

POLICY STATEMENT: Social Worker will remove a child from the parental/family home when no other measure can ensure the child’s safety.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Connection Consensus Laws	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Self-esteem Love Wisdom	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Mental Emotional Spiritual Physical Life stage: Child Youth Season: Winter	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Compassion Responsibility Integrity Honesty Empathy
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> ● Family and child are able to identify what is working for the family, what is not working and what is missing. ● Child and parents are connected with support and care related to their needs. ● Family members and caregivers are connected to resources as needed. ● The safety and well-being of the child are protected. ● Child feels connected to family, siblings, community, culture, Nation, and land. ● Child feels sense of security knowing where and with whom child will live. ● Child remains connected to parents. ● Siblings remain connected and/or together. ● Child knows who in child’s family will be part of child’s circle of care. 			
<p>Book 2 Part 7 Section 59</p> <p><i>Where a child’s health or safety is in immediate danger, the Director may immediately protect the child by taking the child from the Parent(s) or caregiver(s) and may take the child into the temporary care of the Director.</i></p> <p><i>The Director may, without a court order and without the consent of the Parent or caregiver, enter any land, premises or vehicle for the purpose of taking a child into care if:</i></p> <ul style="list-style-type: none"> ● <i>the Director has reasonable grounds to believe that the child is in the lands, premises or vehicle; and</i> ● <i>a person denies the Director access to the child, or no one is available to allow access to the child.</i> 			

The Director may request that a member of the child's extended family or Clan assist the Director in exercising the above authority. A peace officer may accompany and assist the Director in exercising the above authority.

Where a child is in immediate danger, the Director has authority under this Act to take the child into temporary care even if less intrusive means have not yet been exhausted.

If the Director brings a child into temporary care under this section, the Director must, within 48 hours, refer the matter to Family Council Care and, where appropriate, start an application for any protective intervention orders under this Part.

Book 2 Part 7 Section 60

When a child is taken into care for any reason, the Director shall notify, as soon as possible, the following:

- *the Parent(s);*
- *the Clan;*
- *Family Council;*
- *the Community Child Advocate;*
- *the Independent Family Support Worker; and*
- *if the child is a member or Citizen of a First Nation other than C/TFN, the child's First Nation.*

Practices and Procedures:

The Social Worker removes a child when there are reasonable grounds for believing the child needs protection; the child's health or safety is in immediate danger; or available support services or less intrusive measures are not adequate to protect the child.

Placement priorities following removal (Refer to Policy 3.30 - Priority of Placement)

The Social Worker involves the child and the parent(s)/family/caregivers in discussion about the removal. Further, in deciding where to place a child, the Social Worker consults with the child's family and considers the child's needs for safety, stability, and continuity of relationships, to identify a safe and supportive living arrangement. Even though the Social Worker makes the decision to remove, the process needs to be inclusive and transparent.

In an emergency situation, after the Social Worker has removed the child from the parental/family home, the Social Worker:

- notifies the parents of the removal if they were not present at the time of removal;
- informs the parents of the reasons for the removal and provides the information in writing when possible;
- informs the child of the reasons for removal, inviting feedback and suggestions from the child;
- invites feedback and suggestions from the parents regarding next steps;

- notifies the child's Nation or community about the decision to remove the child;
- takes action to keep lines of communication open with child, parents, family, Circle members, political leaders, other involved resources.

The Social Worker:

- explains to the parent(s) and child what will happen next, including the time and place of the court hearing;
- advises the parent(s) of legal services available to them;
- informs Family Council and/or decision-making body of the decision to initiate a court hearing;
- requests a Circle meeting to be convened at the earliest possible to time review the plan for the child(ren).

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

Social Worker - I & R

Family Council - I

Director - D & A

References:

Book 2 Part 7 Sections 59 and 60

Forms Required:

Statement of Concern of Child Safety

Court Notification Form - Child Removal

Amendment Date:

3.21 Unattended Child

POLICY STATEMENT: Social Worker will create safety for an unattended child.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Connection	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Love	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Physical Emotional Life stage: Child Youth Season: Winter	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Compassion Responsibility Trust
Outcomes to be achieved: <ul style="list-style-type: none"> The safety and well-being of the child are protected 			
<p>Book 2 Part 7 Section 61</p> <p><i>If the Director or a peace officer finds a child without adequate supervision in any place, the Director or peace officer may do one of the following:</i></p> <ul style="list-style-type: none"> <i>take the child to a safe place and arrange for a responsible adult to look after the child for up to 72 hours;</i> <i>remain on the premises for up to 72 hours; or</i> <i>arrange for a responsible adult to look after the child on the premises for up to 72 hours.</i> <p><i>In addition to the actions listed in subsection 61.1, the Director may:</i></p> <ul style="list-style-type: none"> <i>authorize a health care provider to examine the child; and</i> <i>consent to necessary health care for the child if, in the opinion of a health care provider, the health care should be provided without delay.</i> <p>1.3 The Director shall make all reasonable efforts to notify the child's Parent(s) and any other person responsible for the child of any steps taken under this section.</p> <p>Practices and Procedures:</p> <p>The Social Worker may take charge for up to 72 hours in the case of an unattended, lost or runaway child;</p> <p>When the Social Worker takes charge of an unattended, lost or runaway child, the Social Worker will:</p>			

- take the child to a safe place;
- arrange to pay for food, clothing and necessary items;
- authorize necessary health care;
- make reasonable efforts to contact the person responsible for the child;
- inform the parent;
- make arrangements to return the child.

When the Social Worker must provide care for an unattended child for more than 72 hours, and the parent does not return or is unwilling or unable to resume care, the Social Worker makes an immediate assessment of safety and decides whether the child needs protection.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

Social Worker - I & R

Family Council - I

Director - D & A

References:

Book 2 Part 7 Section 61

Forms Required:

Notification of Take Charge

Amendment Date:

3.22 Lost or Run Away Child

POLICY STATEMENT: Social Worker will create safety for a lost or runaway child.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Connection	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Love	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Physical Emotional Life stage: Child Youth Season: Winter	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Compassion Responsibility Courage
Outcomes to be achieved: <ul style="list-style-type: none"> • The safety and well-being of the child are protected. • The expectations for the family to achieve safety are clear. 			
<p>Book 2 Part 7 Section 62:</p> <p><i>If it appears to the Director or a peace officer that a child is lost or has run away, the Director may take charge of the child for a period of up to 72 hours.</i></p> <p><i>On taking charge of the child, the Director:</i></p> <ul style="list-style-type: none"> • <i>may take the child to a safe place or arrange for a responsible adult to look after the child; and</i> • <i>must make all reasonable efforts to locate the child’s Parent(s) or other person responsible for the child.</i> <p><i>If the Parent or other person responsible for the care of the child is located, the Director may:</i></p> <ul style="list-style-type: none"> • <i>return the child or facilitate the child’s return to that person; or</i> • <i>place the child with another person, at the request of the person responsible for the care of the child and with the consent of the person with whom the child is to be placed.</i> <p>Practices and Procedures:</p> <p>The Social Worker may provide assistance in returning a lost or runaway child without taking charge after assessing the child’s needs when the child:</p> <ul style="list-style-type: none"> • does not need protection; • has capacity and does not need day-to-day care; • is already being cared for by a relative or friend; 			

<ul style="list-style-type: none">• agrees with the plan to return home.
Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): Social Worker - I & R Family Council - I Director - D & A
References: Book 2 Part 7 Section 62
Forms Required: Notification of Lost or Runaway Child or Youth
Amendment Date:

3.23 No Contact Order

POLICY STATEMENT: Social Worker will create safety for a child from an individual who has or may cause harm to the child.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Connection Consensus Laws	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Love	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Physical Emotional Life stage: Child Youth Season: Winter	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Responsibility Courage Integrity Compassion Honour
Outcomes to be achieved: <ul style="list-style-type: none"> • The safety and well-being of the child are protected. • The expectations for the family to achieve safety are clear. 			
<p>Book 2 Part 7 Section 64</p> <p><i>If the Director has reasonable grounds to believe that contact between a child and another person would cause the child to be in need of a protective intervention, the Director may apply to the Court for a no contact order.</i></p> <p><i>Unless the matter is an emergency, at least two days before the date set for hearing an application for a no contact order, the Director shall serve notice of the time, date, and place of the hearing on:</i></p> <ul style="list-style-type: none"> • <i>the person against whom the order is sought;</i> • <i>the child, if twelve (12) years of age or over;</i> • <i>the child's Parents;</i> • <i>the Community Child Advocate; and</i> • <i>if the child is a member of another First Nation, the child's First Nation;</i> <p><i>except where informing a person named above would, in the Director's opinion, cause physical or emotional harm to any person or endanger the child's safety.</i></p> <p>If the Court is satisfied that there are reasonable grounds to believe that contact between the child and the person named in the application would cause the child to be in need of protective intervention, the Court may make one or more of the following orders</p>			

- *that the person be prohibited, for a period of up to one (1) year, from directly or indirectly contacting, interfering with, trying to contact or interfere with the child, or from entering any place where the child is located;*
- *that the person be prohibited, for a period of up to one (1) year, from residing with the child or from entering premises where the child resides, including premises that the person owns or has a right to occupy.*

The Court may attach such terms or conditions to the order that the Court considers appropriate.

Before the no contact order expires, the Director or the person named in the order may apply to a Court and the Court may:

- *vary the order;*
- *rescind the order; or*
- *extend the order for a further period of up to one year.*

A peace officer may assist the Director in enforcing a no contact order.

Practices and Procedures:

A no contact order should be considered only when all collaborative efforts to address the safety of a child have been exhausted.

If a child is in need of protective intervention under this Part, the Director must use the least disruptive means of assisting the family.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

Social Worker - I & R

Family Council - I

Director - D & A

References:

Book 2 Part 7 Section 64

Forms Required:

Application to Court for No Contact Order

Amendment Date:

3.24 Essential Health Care Order

POLICY STATEMENT: Social Worker will seek essential health care for a child that the parent has not consented to have provided.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Connection Laws	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Wisdom	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Physical Spiritual Mental Emotional Life stage: Child Season: Winter	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Responsibility Compassion Courage Integrity Respect
Outcomes to be achieved:			
<ul style="list-style-type: none"> ● The safety and well being of child are protected. ● The expectations for family to achieve safety are clear. 			
Book 2 Part 7 Section 65			
<p><i>The Director may apply to a Court for an order to address any health concerns of a C/TFN child if:</i></p> <ul style="list-style-type: none"> ● <i>in the opinion of two health care providers, it is necessary to provide health care to a child to preserve the child’s life, prevent serious physical or mental harm, or alleviate severe pain; and</i> <ul style="list-style-type: none"> ○ <i>no one is able or available to consent to the health care; or</i> ○ <i>consent to the health care has been refused by either the person responsible for the child’s health care decisions or by the child, if the child is capable of giving or refusing consent to health care under Laws of General Application.</i> <p><i>At least two days before the date set for hearing the application, the Director shall serve notice of the time, date, and place of the hearing on:</i></p> <ul style="list-style-type: none"> ● <i>each Parent or other person responsible for providing consent to health care for the child;</i> ● <i>the child, if the child is capable of giving or refusing consent to health care</i> ● <i>if the child is a member of another First Nation, the child’s First Nation;</i> ● <i>the Community Child Advocate; and</i> ● <i>any other person the Court directs.</i> <p><i>If the Court is satisfied that it is necessary to provide health care to preserve the child’s life, to prevent serious physical or mental harm, or to alleviate severe pain, the Court may make one or more of the following orders:</i></p>			

- *that the health care be provided;*
- *that a person be prohibited from obstructing the provision of the health care; and*
- *that a parent or another person deliver the child to the place where the health care will be provided.*

The Court may attach such terms or conditions to the essential health care order that the Court considers appropriate, including the duration of the order.

If the Court is satisfied that it is necessary that the health care be provided without delay to preserve the child's life, to prevent serious physical or mental harm, or to alleviate severe pain, the Court may:

- *shorten or eliminate the notice period;*
- *allow the hearing to proceed without notice to or participation by anyone other than the Director; and*
- *admit evidence by telephone or other means of telecommunication.*

As soon as practicable after an order is made the Director shall inform all parties who would have been entitled to notice of the hearing of the order made, and any such party may apply to the Court to vary the order.

This section does not limit the Director's power to take any other steps authorized by this Act to protect the child.

If the child receives health care as a result of an order under this section, no liability attaches to the facility where the health care is provided, or to the persons providing the health care, by reason only that a parent or other person responsible for the child's health care decisions, or the child, did not consent to the health care.

Practices and Procedures:

A health care order should be considered only when all collaborative efforts to address the safety of a child have been exhausted.

If a child is in need of protective intervention under this Part, the Director must use the least disruptive means of assisting the family.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

Social Worker - I & R

Family Council - I

Director - D & A

References:

Book 2 Part 7 Section 65

Forms Required:

Application to Court for Health Care Order

Amendment Date:

3.25 Supervision Order

POLICY STATEMENT: Social Worker will apply for a supervision order to address a child's safety when an agreement with the family does not ensure safety.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Connection Consensus Laws	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Wisdom	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Physical Emotional Life stage: Child Season: Winter	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Selflessness Responsibility Compassion Courage
Outcomes to be achieved:			
<ul style="list-style-type: none"> • The safety and well-being of the child are protected. • The expectation for the family to achieve safety are clear. 			
Book 2 Part 7 Section 66			
<p><i>The Director may apply to the Court for an order that the Director supervise a child's care for up to 6 months if the Director has reasonable grounds to believe that:</i></p> <ul style="list-style-type: none"> • <i>the child is in need of protective intervention; and</i> • <i>a supervision order would be adequate to protect the child.</i> <p><i>A supervision order may be made with or without conditions.</i></p> <p><i>Unless the matter is an emergency, at least seven days before the date set for hearing an application for a supervision, the Director shall serve notice of the time, date, and place of the hearing on:</i></p> <ul style="list-style-type: none"> • <i>the person against whom the order is sought;</i> • <i>the child, if the child is twelve (12) years of age or over;</i> • <i>the child's Parent(s);</i> • <i>any extended family member or other person to whom a Parent has given the care of the child;</i> • <i>the Community Child Advocate; and</i> • <i>if the child is a member of another First Nation, the child's First Nation;</i> <p><i>except where informing a person named above would, in the Director's opinion, cause physical or emotional harm to any person or endanger the child's safety.</i></p>			

The Director shall, without a further order of the court, take such measures necessary to protect a child who is the subject of a supervision order, including taking the child into the care of the Director, if:

- *the Director has reasonable grounds to believe that the supervision order no longer protects the child; or*
- *the Director has reasonable grounds to believe that a person has not complied with a term or condition of the supervision order, and the order permits the Director to take the child into care if the person does not comply with that term or condition.*

Before the expiry of a supervision order, the Director may apply to the court for an extension of the order for a further period of up to six (6) months.

Practices and Procedures:

The Social Worker ensures all supervision orders include the following terms and conditions:

- that the Social Worker has direct and private access to the child and the child's home;
- the plan the family has agreed to participate in (drug and alcohol treatment; counseling), along with defined goals and outcomes;
- all additional terms and conditions.

The Social Worker, in consultation with Family Council, removes a child who is the subject of a supervision order if:

- an existing supervision order no longer protects the child;
- a person breaches the terms or conditions of the order that places the child at risk;
- the court has ordered the child be removed if a person breaches a term or condition.

A supervision order should be considered only when all collaborative efforts to address the safety of a child have been exhausted.

If a child is in need of protective intervention under this Part, the Director must use the least disruptive means of assisting the family.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

Social Worker - I & R

Family Council - I

Director - D & A

References:

Book 2 Part 7 Section 66

Forms Required:

Application to Court for Supervision Order

Amendment Date:

3.26 Temporary Care Order and Extensions

POLICY STATEMENT: Social Worker will apply for an order to care for a child who cannot safely remain in parents' care.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Connection Laws	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Wisdom	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Emotional Spiritual Life stage: Child Season: Winter	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Honour Knowledge Empathy Loyalty
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> • Decision making regarding children's and parents' care reflects traditional/inclusive processes. • Child, parents, and family feel welcomed, listened to, heard, and respected. • Child, parents, family members, and community feel safe to ask for help. • Child knows who is in his/her family and who is part of his/her circle of care. • Family's and child's needs, strengths and goals are identified. • People whom the family trusts are identified and engaged in helping the family. • Family feels supported while they address their needs. • Family and child are able to identify what is working for the family, what is not working and what is missing. • All Circle members commit to the plan and to each person's role within the plan. • Traditional protocols and decision-making processes are identified and employed. • The safety and well-being of the child are protected. 			
<p>Book 2 Part 7 Section 67</p> <p><i>The Court may make an order that the Director or another individual has temporary care and guardianship of the child, only where:</i></p> <ul style="list-style-type: none"> • <i>the child is in need of protective intervention; and</i> • <i>the safety or development of the child cannot be adequately protected if the child remains in the care of the child's Parent(s).</i> <p><i>Unless the matter is an emergency, at least seven days before the date set for hearing an application for a temporary care order, the Director shall serve notice of the time, date, and place of the hearing on:</i></p> <ul style="list-style-type: none"> • <i>the child, if the child is twelve (12) years of age or over;</i> • <i>the child's Parent(s);</i> • <i>any extended family member or other person to whom a Parent has given the care of the child;</i> 			

- *the Community Child Advocate; and*
- *if the child is a member of another First Nation, the child's First Nation;*

except where informing a person named above would, in the Director's opinion, cause physical or emotional harm to any person or endanger the child's safety.

In an application for Temporary Care Order, the Director shall provide the Court with a report that includes the following information:

- *the child's name and birth date, the names of the child's parents, and the name of each Yukon First Nation, if any, of which the child or a Parent is a Citizen;*
- *the circumstances that led to the application;*
- *the alternatives to bringing the child into the Director's care that have been considered, and reasons why those alternatives were not suitable, including which supports have been offered to the family to maintain the child in the home; and*
- *a detailed care plan for the child, including measures to involve the child's Parent(s) and family members, unless such involvement is contrary to the child's best interests.*

At the conclusion of the hearing, the Court must make:

- *A Temporary Care Order that the Director will have care and guardianship of the child for not more than six (6) months;*
- *a Temporary Care Order that a person other than a Parent will have care and guardianship of the child for not more than six (6) months, with the consent of the other person and under the Director's supervision;*
- *an interim order that the child will be returned to or remain with the Parent, under the supervision of the Director for a period of up to twelve (12) months; or*
- *an order that the child be returned to or remain with the Parent.*

A Temporary Care Order must include:

- *a detailed care plan for the child, including measures to involve the child's Parent(s) and family members, unless such involvement is contrary to the child's best interests; and*
- *a transition plan that promotes an effective reintegration of the child with the child's Parent, family, Clan and community at the expiry of a Temporary Care Order.*

The court may make a Temporary Care Order with such other terms or conditions as are in the best interests of the child.

The Director must, without any further Court order, take such measures necessary to protect a child who is the subject of a Temporary Care Order if either or both of the following apply:

- *the Director has reasonable grounds to believe that the order no longer protects the child;*
- *the Director has reasonable grounds to believe that a person has not complied with a term or condition of the order, and a Director is required by that order to remove the child if the person does not comply with that term or condition.*

If a child is placed in the temporary care of the Director or other individual under this section, the Director or other individual has guardianship, Decision-Making Responsibility and care of the child, except that:

- *the Director or other individual may only consent to health care for the child that, in the opinion of a health care provider, is necessary to provide without delay, and*
- *the consent of the child's Parent(s) is required in an application for the adoption of the child.*

For greater certainty, if a child is placed in the temporary care of the Director or other individual under this section, the Director or other individual to health care for the child may:

- *consent to any medical or psychiatric examination or assessment for the purpose of determining the physical or mental condition of the child; and*
- *consent to the child's participation in routine school, social or recreational activities*

If the Director or other individual consents to health care for the child under this section, the Director or other individual must, if practicable, notify the child's Parent(s).

Before a Temporary Care Order expires, the Director or the Parent(s) may apply to the court and the court may:

- *change the order;*
- *cancel the order;*
- *shorten the term of the order; or*
- *extend the order for a period of up to 6 months.*

Before a Temporary Care Order expires, the Director may apply to the court for an order that the Director will supervise the child's care for up to six (6) months after the child is returned to the Parent(s).

The total period during which a child is in the temporary care of the Director or a person other than a Parent under a Temporary Care Order must not exceed:

(a) 12 months, if the child was 8 years old or under on the date of the initial order;

*(b) 18 months, if the child was between 9 and 12 years old on the date of the initial order;
and*

(c) 24 months, if the child was 12 years old or over on the date of the initial order.

The Court may make an order that results in a total cumulative duration that exceeds the total period permitted if the Court determines that it is in the best interests of the child to do so.

Practices and Procedures:

When it is in the best interests of the child, for reasons of safety, to remain in court ordered out-of-home care the Social Worker with the involvement of the child, parent, and others who know the child well, applies for a temporary custody order.

In selecting an out-of-care caregiver, the Social Worker in collaboration with the Circle, determines if the caregiver meets the following criteria:

- has the capacity and commitment to care for the child;
- agrees to participate in the Circle and to support the Family Plan, including maintaining contact with the child's parents;
- can safely care for the child.

The Social Worker, in consultation with the Family Circle, must ensure the Priority of Placement policy is adhered to.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):
Social Worker - I & R
Family Council - I
Director - D & A

References:
Book 2 Part 7 Sections 67, 68 & 69

Forms Required:
Application for Temporary Order and/or Extension of Temporary Order

Amendment Date:

3.27 Continuing Care Order

POLICY STATEMENT: Social Worker will apply for an order and develop a continuing care plan for children who are not able to return to parents' care.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Connection Consensus	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Love	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Physical Emotional Life stage: Child Youth Season: Winter	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Compassion Honesty Self-Discipline Patience
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> • Decision making regarding children's and parents' care reflects traditional/inclusive processes. • Social Workers have an understanding of trauma and trauma-informed practice when working with children and families. • Child, parents, extended family, and caregivers are involved in planning and decision making processes. • Child, parents, and family feel welcomed, listened to, heard, and respected. • Child, parents, family members, and community feel safe to ask for help. • Child knows who is in his/her family and who is part of his/her circle of care. • Family's and child's needs, strengths and goals are identified. • People whom the family trusts are identified and engaged in helping the family. • The Social Worker learns with whom the child and family feel safe and trusts. • Family feels supported while they address their needs. • Family and child are able to identify what is working for the family, what is not working and what is missing. • All Circle members commit to the plan and to each person's role within the plan. • Traditional protocols and decision-making processes are identified and employed. • The safety and well-being of the child are protected. 			
<p>Book 2 Part 7 Section 70</p> <p><i>Termination of a Parent's guardianship is a last resort and will only be considered if:</i></p> <ul style="list-style-type: none"> • <i>all reasonable alternatives to maintain the unity of the family have been exhausted;</i> • <i>there is no reasonable prospect that a Parent will provide the level of care and nurturing the child needs; and</i> • <i>preserving the Parent's guardianship will be contrary to the best interests of the child.</i> 			

The Director may apply to the court for a continuing care order no earlier than 60 days before a Temporary Care Order expires.

At least 14 days before the date set for hearing an application for a continuing care order, the Director must serve notice of the time, date and place of the continuing care hearing on:

- *the child, if the child is twelve (12) years of age or over;*
- *the child's Parent(s);*
- *any extended family member or other person to whom a Parent has given the care of the child;*
- *the Community Child Advocate; and*
- *if the child is a member of another First Nation, the child's First Nation.*

A person named is entitled to be a party at the continuing care hearing and may make submissions and present evidence at the hearing.

After a continuing care hearing, the Court must order that the child be placed in the continuing care of the Director or another person if:

- *the identify or location of a Parent has not been found after a diligent search, and is not likely to be found;*
- *a Parent is unable or unwilling to resume guardianship and care of the child;*
- *no other family members are able or willing to assume care and guardianship of the child;*
- *there is no significant likelihood that the circumstances that led to the child's removal from a Parent will improve within a reasonable time, or that the Parent will be able to meet the child's needs; or*
- *the nature and extent of the harm the child has suffered, or the likelihood that the child will suffer further harm, means there is little prospect that it would be in the child's best interests to be returned to the Parent.*

A continuing care order must include:

- *measures to maintain a child's connection to their family, culture, Clan, and kwáan, or extended family; and*
- *arrangements for the Parent(s) to spend time with the child for the duration of the continuing care order, including any conditions on such time spent with the child, unless doing so is contrary to the child's best interests.*

If the Court does not make a continuing care order at the hearing of a continuing care application, and subject to section 69, the Court must make one of the following orders:

- *that the child be returned to the care of the Parent(s);*
- *that the child remain in the temporary care of a person other than the child's Parent(s) for a period of up to six (6) months; or*
- *that the child remain or be placed in the temporary care of the Director for a specified period of up to six (6) months.*

If the Court orders that the child be returned to the Parent's care or remain in the care of a person other than a Parent, the Court may order that the Director supervise the child's care for a period of up to six (6) months.

When an order is made placing a child in the continuing care and guardianship of the Director or another person under this section, the Director or other person becomes the sole guardian of the child and may consent to the child's adoption.

A continuing care order does not affect the child's rights respecting inheritance or succession to property.

A continuing care order terminates when:

- *the child reaches 19 years of age;*
- *the child is adopted; or*
- *the court cancels the continuing care order.*

Practices and Procedures:

Regardless of the child's legal status (i.e. out-of-care or in-care), family preservation or reunification is the primary goal.

If family reunification is not possible, the Social Worker undertakes permanency planning for a child that:

- ensures all domains of belonging are considered:
 - physical
 - cultural
 - spiritual
 - relational
 - legal
 - identity
- promotes the child's well-being and sense of belonging through maintenance of consistent and lasting relationships with important adults in their lives and with siblings and other relatives;
- respects and maintains the child's heritage and identity;
- provides ongoing, regular contact with the child's extended family and community;
- ensures the child has access to his or her family's and community's history, language, ceremonies, foods, and cultural, spiritual, arts, sports, and recreational activities;
- promotes continuity of meaningful lifelong connections for youth who have not become established in a permanent family and who are transitioning to adulthood;
- supports the child's access to their family's history, language, ceremonies, and cultural traditions;
- encourages lifelong relationships and meaningful connections for youth transitioning into adulthood.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): Social Worker - I & R Family Council - I Director - D & A
References: Book 2 Part 7 Section 70
Forms Required: Application for a Continuing Care Order
Amendment Date:

3.28 Cancelling Temporary or Continuing Care Order

POLICY STATEMENT: Social Worker will apply to cancel a care order and return child to parent when parent is able to resume safe care of the child.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Connection Consensus Laws	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Emotional Spiritual Life stage: Child Youth Season: Spring	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Forgiveness Trust Responsibility Integrity Empathy
Outcomes to be achieved:			
<ul style="list-style-type: none"> • Families’ needs and strengths are identified. • People who the family trusts are identified and engaged in helping the family. • Family feels connected to extended family, Clan, community, place, and land. • The safety and well-being of the child are protected. 			
Book 2 Part 7 Section 71			
<p><i>If a temporary or continuing care order is in effect, a Parent or any other person with a significant relationship with the child may apply to a Court for</i></p> <ul style="list-style-type: none"> • <i>an order for time spent with the child, and in granting such an Order, the Court shall consider the child’s wishes;</i> • <i>an order to change or terminate the conditions under which the person may spend time with the child.</i> <p><i>If a temporary or continuing care order is in effect, the Director or a party to a proceeding in which the order was made may apply to the Court for the cancellation of the order, if the circumstances that caused the Court to make that order have changed significantly.</i></p> <p><i>The Court may modify or cancel a temporary or continuing care order if, after considering the importance of continuity in the child’s care and the effect of maintaining the child’s relationship with any person, the Court is satisfied that:</i></p> <ul style="list-style-type: none"> • <i>the circumstances that caused the court to make the order have changed significantly; and</i> • <i>modifying or cancelling the order is in the child’s best interests.</i> 			

Practices and Procedures:

The process of changing or terminating a Temporary or Continuing Care Order must prioritize the well-being, stability, and best interests of the child. Decision-making must be guided by principles of cultural continuity, family reunification when appropriate, and the child's need for security and belonging. Consideration must be given to the child's voice, the preservation of significant relationships, and the holistic wellness framework that integrates traditional knowledge and healing practices.

Cancelling a care order is a two-part process. First the child is returned home for a trial period of three to six months with support from the Social Worker and Circle. The purpose and expectations of the trial period are to be included in an updated Family Plan. Second, after successful demonstration of reunification the Social Worker applies to cancel the order.

Prior to cancelling an order and moving the child to the family home, the Social Worker will request Family Council to initiate a Circle meeting that includes the family, child(ren), and all those identified by the Social Worker, Family Council, and family.

The purpose of the Circle meeting is to:

- Review progress made in achieving the objectives in the child's and family's current plan to reflect cancelling of the order and having the child return to the family home;
- Collaboratively create a new ongoing plan that takes into account the child's and family's strengths and protective factors as well as any concerns or risks, in order to ensure that the child's and family's needs for safety and well-being continue to be addressed;
- Ensure that appropriate support services for the family and child are in place.

The plan will describe:

- How the child will be supported in his/her transition from the caregiver's home to the parental home;
- How Circle members, Family Council, the Social Worker, and the family will know that the child is safe, particularly in relation to the original concerns that led to the child moving to out-of-home care;
- How often the Circle will meet to review the Plan;
- How the child will communicate any further safety concerns;
- How the child will be connected/re-connected to his/her family and community traditions and practices;
- How the child, family and Circle will address any crises/emergencies that may emerge.

The plan must be written in clear, plain language that can be understood by all members of the family, including the child.

Based on the information gathered during the Circle process, the Social Worker must be able to demonstrate to the court that the circumstances that caused the court to make the order have changed significantly, and that cancelling the order is in the child's best interest.

Reviewing the ongoing plan:

- Regardless of the schedule developed by the Circle, within six months of the child's return to the family home, the Social Worker meets with the Circle to formally review the plan.
- If the Social Worker, Family Council and Circle members are satisfied that the safety and well-being of the child is safeguarded in the home and that the family is meeting the goals of the plan, the Social Worker applies to have the order cancelled.
- For temporary orders, if it is not appropriate to cancel the order, the Social Worker must apply to extend the temporary order or consider a voluntary care agreement;
- For continuing orders, if it is not appropriate to cancel the order, the Social Worker and Circle members review the plan on a regular basis, but not less than every six months thereafter.

Ensuring Safety:

If/when information is identified about new family members or new factors/issues in the home that indicate possible concerns about the child's safety, the Social Worker calls a meeting of the Circle in order to assess the child's current safety and determine if an alternate plan must be developed to ensure the child's safety.

Assessment and Application Process:

A parent, guardian, extended family member, or other significant person may apply to modify or terminate a care order.

The Director or another relevant party may also file an application if they believe circumstances have changed.

Applications must be supported with evidence demonstrating significant changes in circumstances and the impact on the child's well-being.

Child Participation and Consultation:

Children aged 12 and older must be consulted and their views considered in decision-making.

Younger children should also have opportunities to express their feelings and perspectives in developmentally appropriate ways.

Court Review Process:

The court will assess the child's stability, relationships, and overall well-being before making any modifications.

Any proposed changes must align with the child's best interests and cultural continuity.

Supportive Transition Planning:

If a child is transitioning from care back to family, structured transition plans must be developed to ensure safety and stability.

The plan should include ongoing support services for both the child and the family.

Maintaining Cultural and Community Ties:

Any changes in the care order must include provisions for preserving the child's cultural, linguistic, and spiritual connections.

Traditional decision-making bodies (e.g., Elders, cultural mentors, community advocates) should be involved where appropriate.

Practice Guidance:

Honour traditional practices by ensuring that the child's cultural identity, family connections, and community ties are respected and maintained.

Children are raised within a collective and extended family system, where decisions must honour kinship roles and responsibilities.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

Social Worker - I & R

Family Council - I

Director - D & A

References:

Book 2 Part 7 Section 71

Forms Required:

Application to terminate an Order

Amendment Date:

3.29 Transition to Adulthood

POLICY STATEMENT: Social Worker will develop and implement a transition plan for a youth transitioning to adulthood.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Connection Consensus	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Self-Esteem	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Mental Spiritual Life stage: Youth Adult Season: Spring Summer	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Responsibility Self-Discipline Integrity Compassion Wisdom
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> ● Young person successfully transitions to adulthood. ● Young person is supported by family, Clan, and community. ● Young person remains connected to family, Clan, culture, and community. ● Young person has supports in place to address youth’s needs. ● Young person has a clear, structured transition plan that supports independence. ● Young person is connected to cultural, family, and community support networks. ● Young person has access to education, employment, and life skills training. ● Young person is equipped with financial literacy and knowledge of available resources. ● Young person has stable housing and access to healthcare services. ● Young person feels empowered and confident in their ability to navigate adulthood. 			
<p>Book 2 Part 7 Section 73</p> <p><i>The Director will develop a transition plan with:</i></p> <ul style="list-style-type: none"> ● <i>a child who is turning 19 years old,</i> ● <i>When the Director has guardianship of the child;</i> ● <i>a person under the age of 30 years old who was formerly in the care and guardianship of the Director; or</i> ● <i>a person under the age of 30 years old who, as the result of a Family Plan or order under this Act, was formerly in the care and guardianship of a person other than the child’s Parent.</i> <p><i>A transition plan may include a plan for the child to leave the care and guardianship of the Director, or to assist the person to move to independent living.</i></p> <p><i>A transition plan developed under this section must be signed by:</i></p>			

- *the Director; and*
- *the child or person under the age of 30.*

The child or person under the age of 30 may request the assistance of Family Council to develop and implement the transition plan.

A signed transition plan is a legally binding agreement.

Practices and Procedures:

The Social Worker, in conjunction with Circle members, engages a young person in preparing for his/her transition to adulthood by collaboratively developing a transition plan as part of the young person's current care plan.

As part of the transition plan, the Circle will identify who will provide ongoing mentorship and support for the youth.

A transition plan must:

- Identify the youth's short and long term goals and ways to achieve those goals.
- Identify and respond to the youth's informational requirements (including but not limited to a written summary of youth's strengths and record of time in care such as a Lifebook, information on post-majority services, community resources, Yukon government programs, or other relevant contacts).
- If relevant, (i.e. for children with formal assessment of an ongoing disability) complete an application on behalf of the youth, for Disability Tax Credit Certificate following Canada Revenue Agency guidelines.
- Plan for an acknowledgement of the youth's transition through ceremony or other culturally appropriate methods in accordance with the youth's wishes.
- If the youth would benefit from a mental health and/or drug and alcohol assessment, the Social Worker ensures that referrals are initiated and completed prior to the youth leaving care. Wherever possible, the Social Worker, with assistance from the Circle, also ensures that the youth is introduced to the programs and service providers (counsellors) prior to their 19th birthday.
- Completing tasks to ensure smooth transition to independence.

The Social Worker and/or Circle members assist the youth in developing a plan for independence by ensuring the youth has:

- Obtained identification and personal records, including birth certificate, status card, social insurance number, health card and medical history, photo identification.
- Explored housing/living options in preparation for leaving care.
- Obtained basic living essentials such as clothing, food, furniture, and household supplies.
- Obtained adequate financial supports such as employment/financial assistance or disability income assistance.
- Secured funding for education and training.

- Gained an understanding of their rights and responsibilities as a member of the community.
- Obtained information about health care coverage, therapeutic support and emergency assistance.
- Established a connection with a personal physician or health care clinic and dentist.
- Obtained information about their time in care including copies of any medical/psycho-educational reports or assessments and understand how to obtain further information.
- Gained information about funds held in trust for the young person.
- Where practicable, the Social Worker in conjunction with family members and/or Circle supports the youth to obtain their driver's licence.

Practice Considerations:

Development of Transition Plan:

- Work collaboratively with the young person and, if requested, Family Council to develop a personalized transition plan.
- The plan will outline specific goals, available supports, and necessary steps for achieving independence.
- The plan must be signed by both the Director and the young person to be legally binding.

Supports and Services:

- Assist with securing stable housing and financial support if needed.
- Access to education, employment training, and mentorship programs.
- Connection to mental health and well-being services.
- Support in obtaining identification, banking services, and navigating adult responsibilities.

Ongoing Monitoring and Support:

- Follow-up meetings to assess progress and adjust the transition plan as needed.
- Continued access to support services for individuals under 30 who were previously in care.
- Encouragement of cultural engagement and traditional mentorship where applicable.

Legal Considerations:

The transition plan is a legally binding agreement between the Director and the young person.

If challenges arise, the young person may seek assistance from the Child Advocate.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):
Social Worker - I & R

Family Council - I Director - D & A
References: Book 2 Part 7 Section 73
Forms Required: Transition Plan to Adulthood
Amendment Date:

3.30 Priority of Placement

POLICY STATEMENT: Social Worker will ensure Priority of Placement criteria is followed when placing a child outside of the parent(s) care.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Connection Laws	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Self-esteem Love	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Physical Emotional Life stage: Child Season: Winter	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Responsibility Respect Compassion Integrity Knowledge
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> ● Child is placed within family. ● Child is placed within Clan. ● Child is placed within community. ● Child remains connected to family. ● Child feels connected to family, siblings, community, culture, and land. ● Child knows who child’s family is and who is part of the child’s circle of care. ● The safety and well-being of the child are protected. 			
<p><i>Book 2 Part 7 Section 72</i></p> <p><i>When the Director has care and guardianship of a child, the Director shall place the child in a home that provides a safe and nurturing environment and meets the child’s needs.</i></p> <p><i>The placement of a child is to occur in the following order or priority, to the extent that is consistent with the best interests of the child and the Fundamental Guiding Principles and Objectives:</i></p> <ul style="list-style-type: none"> ● <i>with the child’s Parent(s);</i> ● <i>with an adult member of the child’s family;</i> ● <i>with an adult member of the child’s Clan;</i> ● <i>with an adult who is a Citizen of C/TFN;</i> ● <i>with an adult who belongs to an Indigenous group, community or people other than C/TFN; or</i> ● <i>if the child cannot be safely placed in the above circumstances, with another adult.</i> <p><i>The following factors must be considered in determining whether a placement is consistent with the best interests of the child:</i></p>			

- *the possibility of placing the child with or near the child's siblings, or other children who are members of the child's family;*
- *the child's attachment and emotional ties to a family member or any other person; and*
- *the extent to which the placement will further the child's connection to C/TFN culture and practices.*

The Director must undertake an ongoing assessment, taking into consideration the best interests of the child, of whether it would be appropriate to place the child with:

- *the child's Parent(s), if the child does not reside with the Parent(s); or*
- *with a member of the child's extended family or Clan, if the child does not reside with such a person and unless the child resides with a Parent;*

and the Director must undertake a formal review of the placement at least once every twelve (12) months.

In order to conduct a formal review of the placement the Director must consult with and document the views of the following individuals:

- *the child;*
- *the Parent(s);*
- *other adults who have a significant relationship with the child; and*
- *the adult(s) with whom the child is placed.*

Following a review of the placement, the Director may:

- *seek the assistance of Family Council to assist the child, the Parent(s), and other adults who have a significant relationship with the child to develop a Family Plan with respect to the placement;*
- *when a Temporary Care Order or a Continuing Care Order is in effect, apply to the Court to alter the order in accordance with the best interests of the child.*

Practices and Procedures:

The Social Worker seeks advice and guidance on where to place a child from:

- Family Council,
- The child's Clan,
- The Circle,
- and any other key people

and uses the least intrusive approaches described in the Section 72 of the Act for the order or priority to the extent that it is consistent with the best interests of the child.

Wherever possible the Social Worker, in deciding where to place a child considers the child's needs for safety, stability and continuity of relationships, to identify a safe and supportive

living arrangement. The decision making process of where to place a child must be inclusive and transparent and not made in isolation by the Social Worker.

In an emergency situation, after the Social Worker has removed the child from the parental/family home or for a child already in care when a child must be moved, the Social Worker:

- Notifies the parents through direct contact (visit, phone call);
- Informs the parents of the reasons and follows up in writing within 48 hours;
- Informs the child the reasons for the placement/move, inviting feedback and suggestions from the child;
- Invites feedback and suggestions from the parents regarding next steps;
- Notifies Family Council and Family Circle;
- If the child has ancestry with another First Nation notifies that Nation/community about the decision to place/move the child;
- Takes action to keep lines of communication open with child, parents, family, Family Council, Circle members, and significant others.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

Social Worker - I & R

Family Council - I

Director - D & A

References:

Book 2 Part 7 Section 72

Forms Required:

Placement Consideration Review

Amendment Date:

3.31 Approval of Homes to Care for Children who cannot remain with Parents/Guardians

<p>POLICY STATEMENT: Social Worker will conduct a home assessment to ensure that potential caregivers understand what is expected of them and that they meet the required standards of care.</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Connection Consensus</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Love</p>	<p>Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Mental Emotional Life stage: Child Season: Spring</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Respect Compassion Courage Integrity</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> ● Traditional protocols and decision-making processes are identified and employed. ● A respectful working relationship with the child and family has been developed with the caregiver. ● Social Worker has an understanding of trauma and trauma-informed practice when working with children and families. ● Family members and caregivers are connected to resources as needed. ● Safe nurturing care homes within the Nation are established. ● Care homes provide culturally informed care. ● The safety and well-being of the child are protected. 			
<p>Practices and Procedures:</p> <p>The prospective caregiver is to complete the application process prior to starting the home assessment process.</p> <p>The Social Worker meets with the prospective caregiver(s) in his/her home to assess the family and the home environment.</p> <p>The assessment of the prospective caregiver is to be strengths-based and relationship-based which means as part of the assessment process, the Social Worker will spend time getting to know and forming a relationship with the applicant.</p> <p>It is understood that the assessment process will take time and happen over the course of around three to six home visits that take place over several days or a few weeks.</p> <p>As part of the home assessment process, all members of the family, including any children living in the home will be interviewed. In addition to interviewing all those living in the</p>			

home, significant extended family and community members that regularly spend considerable time in the home as visitors, are interviewed.

The Social Worker employs a framework for assessment that enables the applicant to provide relevant information in a narrative, open-ended format and/or by means of sharing examples or stories that speak to family history, skills, strengths, functioning, wellness, knowledge, challenges, and needs.

The assessment covers broad areas of family wellness and characteristics essential to successful out-of-home care. It is recognized that some families may have experienced physical and/or mental health issues, conflicts with the law, trauma, substance abuse and/or family discord. As part of the overall assessment, the Social Worker asks how or what the family has done to restore balance in their lives in relation to any such issues.

The assessment includes but is not necessarily limited to the following areas and discussions with the applicant:

- reasons for seeking to provide care;
- family and biological history of family members;
- health and wellness (i.e. medicine wheel);
- relationships with partner, parents and other family members, particularly those in the home;
- knowledge and practice of C/TFN culture and the family's cultural and spiritual practices;
- family rules, including parenting skills, expectations and methods of discipline, knowledge of special needs, and childcare skills;
- home safety requirements.

Reasons for seeking to provide out-of-home care:

The Social Worker explores with the applicant(s) why they are seeking to provide care, and as part of this, who they are, where they come from, and what are the key roles, responsibilities, feelings, and challenges that have brought the applicant to apply to be a caregiver at this time in their life. The Social Worker also explores the applicant's ability to provide continuity of care over the long term, should that be needed.

Family and biological history of family members:

The Social Worker explores with the applicant(s) what the applicant's childhood and adolescence were like, including: who was involved in raising the applicant(s) day-to-day and year-to-year; roles and relationships amongst family members and relationships/role with siblings; whether any type of trauma was experienced, and if so, how experiences of trauma have been dealt with by the applicant(s) and/or family members.

The applicant's health/wellness:

The Social Worker explores with the applicant(s) the applicant's health and wellness from a holistic perspective, (i.e. physical, emotional, mental and spiritual) that includes the

presence of any medical conditions and what the applicant is doing to take care of themselves.

Relationships with partner, parents and other family members, particularly those in the home:

The Social Worker explores with the applicant(s) what the applicant's relationships are like with the applicant's partner, other family members and/or other children, as well as stressors and challenges within relationships, and how communication and disagreements between relationship partners and extended family members are handled.

Knowledge and practice of C/TFN culture and the family's cultural and spiritual practices:

The Social Worker explores with the applicant(s) the applicant's knowledge of Aboriginal culture, language and traditions, and the applicant's experience in participating in traditional practices and in the (child's) First Nation's/community's celebrations and ceremonies (e.g., rites of passage ceremonies, cooking, carving, provisioning, hunting/fishing, beading, spiritual practices, etc.).

A key focus in this component of the assessment is on exploring how the applicant(s) will ensure that the child will maintain a positive self-identity as a C/TFN person and have their spiritual needs addressed. This component of the assessment will also explore how the applicant(s) will ensure that the child has regular and on-going access to his or her Carcross Tagish specific history, language, ceremonies, foods, cultural, spiritual, artistic, athletic and recreational activities.

Family rules, including parenting skills, expectations and methods of discipline, knowledge of special needs, and childcare skills:

The Social Worker explores with the applicant(s): what are the applicant's and the applicant family's interests and shared activities as a family; how children learn their shared responsibilities within the family; how chores are handled within the family; how discipline is handled; and how children are involved in decision making and problem-solving. The applicant's values in terms of parenting and promoting their children's goals and aspirations, and self-described parenting strengths and challenges will be discussed. The Social Worker will also explore the applicant's knowledge and understanding of children's behaviours related to (sexual, physical, emotional) abuse, neglect, and special needs. Furthermore, the Social Worker explores how cultural teachings and practices guide and influence their parenting, disciplining and decision making within the household.

Home safety requirements:

Approved homes must be inspected to ensure they meet the following safety requirements:

- all firearms and ammunition in the home are locked away and stored separately from each other;
- a fire extinguisher and smoke detector are located in the hall of each sleeping area and on all floors of the home as per provincial fire safety regulations – and that they are installed correctly and in working order;

- there are proper medication storage and dispensing procedures;
- that seat belts and child safety restraints are available for the children (i.e., the child wears a seat belt or is placed in an approved seating restraint while travelling in a vehicle) and the caregiver knows how to install and use correct standards and requirements;
- cribs meet federal government safety standards;
- there is no smoking in the caregiver home;
- each child in care is provided with appropriate space identifiable as the child's own (e.g. (bed, dresser, etc.);
- the home is designed to keep children safe from the risk of fire and other hazards;
- a safety plan in case of fire or other emergency, which includes information about how to leave the home safely;
- emergency telephone numbers to call in case of other situations (describes how to call for help in emergencies).

All caregivers are advised regarding safe sleeping practices.

If an applicant is the best alternative for a child but does not meet the home safety requirement, C/TFN will work with the applicant to support a plan to assist the potential caregiver to meet the home safety requirement.

Completing Home Assessment:

Following the completion of the home assessment, the Social Worker reviews all of the information and documentation received and makes recommendations to the Director and Family Council. The review includes the applicant's strengths and areas where they may need some additional supports or resources. The recommendations include:

- the decision to accept or reject the applicant;
- the nature of supports or additional resources that may be needed for the caregivers; and
- notation regarding the type of child for which the caregiver/placement is most suitable (e.g., age, gender, special needs, number of children to be placed in the home).

If the applicant is refused, he or she will be given a written explanation about why this decision was reached, with recommendations about changes that the applicant can make in order to meet the criteria for out-of-home caregivers. Every effort will be made by C/TFN to support such applicants to be able to meet the required standards of care.

If an applicant is refused, the Social Worker also provides the applicant with information regarding how to access support and/or services or resources in order to address the issues that gave rise to being refused as an out-of-home caregiver.

If the applicant agrees to make these changes to meet the criteria, then his or her application can be reviewed. If the applicant cannot make these changes or disagrees with the decision, they will have the opportunity to enter into an appeal process.

Practice Guidance:

It is recognized that housing and poverty related issues may prevent prospective caregivers from meeting the required C/TFN standards of care. Every effort must be made to support prospective caregivers to be able to meet the standards of care. These standards of care must not be a barrier for family, Clan, and community members to being able to support and care for C/TFN children.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

Social Worker - I & R

Family Council - I

Director - D & A

References:

No Book 2 Reference

Forms Required:

Caregiver Application

Caregiver Assessment

Caregiver Medical Assessment

Caregiver Criminal Record Check

Caregiver Reference Form

Amendment Date:

3.32 Development of Plans of Care for Children Required to be placed outside of Family

POLICY STATEMENT: Social Worker will develop a plan of care for a child who requires care in partnership with the family and Family Council.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Connection Consensus Laws	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Love	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Mental Spiritual Life stage: Child Season: Winter	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Compassion Respect Integrity Responsibility Loyalty
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> • Decision making regarding children’s and parents’ care reflects traditional/inclusive processes. • Members of the Circle are supported to speak openly and with respect. • Child knows who is in his/her family and who is part of his/her circle of care. • People whom the family trusts are identified and engaged in helping the family. • The Social Worker learns with whom the child and family feel safe. • Social Workers have an understanding of trauma and trauma-informed practice when working with children and families. • Child, parents, and family understand why and how the process will unfold. • A plan is created to support child and family safety and well-being (defined holistically) and cultural connection. • All Circle members commit to the plan and to each person’s role within the plan. • The safety and well-being of the child are protected. • Children are supported in long-term, stable, and caring homes that support their connections to family, community and culture. 			
<p>Practices and Procedures:</p> <p>Within seven days of a child is being placed in care, the Social Worker completes an initial interim Plan of Care.</p> <p>Within 30 days of a child being placed in care the Social Worker, in partnership with the child, the child’s family, and Family Council through the Circle process, completes an ongoing Plan of Care.</p> <p>A plan of care must address:</p> <ul style="list-style-type: none"> • all components of the medicine wheel: <ul style="list-style-type: none"> ○ physical, ○ mental, 			

- emotional, and
- spiritual;
- all domains of belonging:
 - physical,
 - cultural,
 - spiritual,
 - relational,
 - legal, and
 - identity.

The Social Worker and Circle meet regularly to review and update the Plan. This should occur at minimum every 90 days or more frequently as required.

In modifying a Plan of Care for a child the Social Worker, in partnership with Family Council and the Circle, ensures that:

- The child, family, and caregiver are part of the Circle's planning process,
- The family's involvement and continued rights and shared responsibilities in relation to the child's health, education and spiritual development are determined,
- The child's existing relationships with siblings, family, and community (friends, school, etc.) are promoted,
- The child is registered under the Indian Act, where entitled, and has membership status or can be considered for membership status,
- The child and family's access to and ongoing connection with one another is maintained. There may be circumstances where it is not safe for family connections to be maintained but a prohibition on a child's access to and connections with family needs to be continually reassessed in the context of the Plan,
- The child's need for stability,
- The long term needs and goals for the child and the family, including connections to culture and traditions, are supported,
- The child's views regarding their living arrangement and care are given prominence,
- The caregiver's needs for support and services,
- There is ongoing connection with parent(s) while the child is out of the parents' home,
- That the parent(s) are connected to community supports and services that address the parents' strengths and challenges with the aim of returning the child to the home,
- That the Plan is founded on a thorough understanding of child's family history and current circumstances gathered through contact with all previous Social Workers, caregivers, family members and any significant persons in the child's life.

The Social Worker provides an updated copy of the Plan to the child, family, Family Council, Circle members, and caregiver each time the Plan is reviewed and modified.

When it is necessary to place a child outside the community, the

Social Worker, the parent, and Family Council, in collaboration with the Circle, selects a caregiver who will be involved in and follow the Plan for the child in order to:

- preserve the child’s culture and identity by respecting the views, heritage, spiritual beliefs and socio-economic circumstances of the child’s family;
- provide ongoing contact with the family and friends;
- provide the child with opportunities to maintain regular and positive contact and involvement with C/TFN;
- provide information and opportunities to engage the child in his/her community and cultural activities including connection with a family member from both sides of the family, who knows their family’s values, traditions, teachings, and beliefs.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

Social Worker - I & R

Family - I & R

Child/Youth - I & R

Family Council - I & R

Director - D & A

References:

No Book 2 Reference

Forms Required:

Plan of Care for Child

Plan of Care for Youth

Amendment Date:

3.33 Provision of Medical Care to Children Placed outside of parent/guardian

POLICY STATEMENT: Social Worker will arrange for, and ensure the completion of, a medical examination of a child who requires care.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Consensus	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Wisdom	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Physical Emotional Life stage: Child Season: Spring	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Courage Compassion Responsibility Respect
Outcomes to be achieved:			
<ul style="list-style-type: none"> • The safety and well-being of the child are protected. • The Social Worker has sufficient information to be able to determine the level of service required. • Culturally appropriate health care is provided to child. 			
Practices and Procedures			
<p>Within 7 days of a child entering care the Social Worker arranges for a medical examination of the child.</p> <p>The purpose of the medical examination is to:</p> <ul style="list-style-type: none"> • ensure child’s medical needs are being met; • identify any concerns with the child’s health. <p>The medicine wheel must be used to guide this examination focus on wholistic health care that includes physical, mental, spiritual, and emotional wellness.</p> <p>The Social Worker will, wherever possible, ensure that this medical examination is completed by the primary health care provider for the family.</p> <p>The Social Worker will involve the parent through:</p> <ul style="list-style-type: none"> • seeking the child’s medical history from the family, and • including the parent wherever possible in arranging for the medical examination. <p>In situations where a concern has been raised that a child has been abused the Social Worker arranges medical examination under the following circumstances:</p> <ul style="list-style-type: none"> • an allegation that a child may have suffered physical harm or injuries; • a concern that the parent/caregiver’s explanation of the injury is not consistent with the harm the child has suffered; 			

- no explanation for an injury;
- an allegation of serious neglect;
- an allegation that a child has been sexually abused;
- a concern that a child's development is likely to be seriously impaired by a treatable condition, and the parent(s) refuses to provide or consent to treatment;
- a concern that the child is being deprived of necessary health care;
- acute mental health issues are evident.

Consent for Medical Treatment:

The Social Worker consents to the provision of necessary health care for children who have been removed.

The parent(s) consents to the provision of necessary health care for children who are in care under a voluntary care agreement.

Wherever possible the Social Worker involves the parent in health care planning and decisions.

Caregivers or legal guardians must be informed about the medical care and treatment the child is receiving. In cases where parental consent is needed, steps should be taken to involve the biological parents whenever possible and legally appropriate.

In situations where the parent and Social Worker do not agree on required health care the Social Worker will request Family Council to convene a Circle to address the health care decision. Only in situations where there is an urgent life altering or life threatening decision shall the Social Worker proceed with a decision for health care.

When a child is able to provide informed consent, the child must be involved in health care decision.

Identification of Medical Needs:

Upon placement, a medical history should be reviewed, and any urgent or chronic medical conditions should be addressed promptly.

Comprehensive Health Assessments:

A thorough medical assessment should be conducted upon placement to identify any existing health issues and to develop a care plan that addresses the child's needs.

Ongoing Health Monitoring:

Regular follow-ups should be scheduled to monitor the child's physical and emotional health status. This includes screenings, vaccinations, and mental health check-ins.

Emergency Medical Care:

Procedures for emergency medical care must be clearly established, ensuring that caregivers, medical professionals, and child welfare workers understand how to proceed in urgent situations.

Collaboration with Caregivers:

Healthcare providers must collaborate with the child's caregiver(s) to ensure continuity of care and to address any emerging health needs.

Cultural Sensitivity in Care Delivery:

Healthcare providers should seek cultural consultation if needed to better understand and address the needs of children from diverse backgrounds.

Psychosocial Support:

Ensure that psychosocial support services are provided in conjunction with medical care, recognizing the importance of emotional well-being and mental health, particularly for children who may have experienced trauma.

Practice Considerations:

Sensitivity to Trauma:

Healthcare providers should be aware of the child's history of trauma and adapt their approach to avoid re-traumatization, using a gentle, respectful, and empathetic manner in all interactions.

Healthcare providers are trained to recognize and respond to the trauma-related needs of children who may have experienced abuse, neglect, or family separation.

Medical care should minimize re-traumatization and be provided in a way that promotes healing and positive emotional outcomes.

Informed Consent and Participation:

Medical decisions, where appropriate, should involve the child's participation based on their age, understanding, and capacity for decision-making.

Consent for medical care should be obtained from the child's legal guardian or caregiver, unless the child is of sufficient age to provide informed consent independently.

Communication with Children:

When appropriate, healthcare providers should communicate directly with the child in an age-appropriate manner, empowering them with as much autonomy as possible in their own care.

<p>Culturally Inclusive Resources:</p> <p>Medical staff should have access to cultural interpreters, culturally relevant literature, and support services that enhance the child’s comfort and understanding of their medical care.</p> <p>Culturally Appropriate Care:</p> <p>Healthcare services are tailored to respect the child's cultural background and any special cultural practices or preferences related to healthcare.</p> <p>Children are treated with dignity and their cultural beliefs are incorporated into medical decisions wherever feasible.</p> <p>Access to Necessary Medical Services:</p> <p>Ensure all children placed outside of their parent/guardian's care have timely and equitable access to necessary medical services, including preventative care, acute medical care, and specialized care where needed.</p> <p>Healthcare services should be geographically and financially accessible to children in all placements.</p> <p>Continuous Improvement:</p> <p>The system for providing medical care to children placed outside of their parent/guardian’s care should be continuously evaluated to ensure it meets the evolving needs of children in care.</p>
<p>Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):</p> <p>Social Worker - I & R Family - I Family Council - I & R Director - D & A</p>
<p>References:</p> <p>No Book 2 Reference</p>
<p>Forms Required:</p> <p>Primary Care Provider Assessment Form</p>
<p>Amendment Date:</p>

3.34 Approval of Plans to address Missing Child/Youth

POLICY STATEMENT: Social Worker will develop and implement plan to locate a missing child or youth.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Consensus Connection Laws	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Wisdom	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Mental Physical Life stage: Youth Season: Spring	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Respect Compassion Courage Integrity
Outcomes to be achieved:			
<ul style="list-style-type: none"> The safety and well-being of the child are protected. 			
Practices and Procedures:			
<u>Missing Child During Investigation or During Provision of Services to the Family:</u>			
<p>When the child cannot be located and the Social Worker has reason to believe that a child may be unsafe, the Social Worker:</p> <ul style="list-style-type: none"> attempts to locate the child or family by contacting anyone who might know their whereabouts (e.g., family members, Clan members, C/TFN staff, employers, neighbours, friends); contacts caregivers, community agencies or service providers in the community; contacts any other person in the community who has contact with the child or the family; notifies the Child Advocate. <p>If, after completing these steps, the Social Worker still cannot locate the child the Social Worker follows the procedures for placing an alert with police and other child welfare authorities.</p>			
<u>Missing Child in Care:</u>			
<p>When a child cannot be located the Social Worker will:</p> <ul style="list-style-type: none"> attempt to locate the child or family by contacting anyone who might know their whereabouts (e.g., family members, Clan members, C/TFN staff, employers, neighbours, friends); contact caregivers, community agencies or service providers in the community; 			

- contact any other person in the community who has contact with the child or the family; and
- notify the Child Advocate.

If, after completing these steps, the Social Worker still cannot locate the child, the Social Worker follows the procedures for placing an alert with police and other child welfare authorities.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

Social Worker - I & R

Family Council - I & R

Advocate - I & R

Director - D & A

References:

No Book 2 Reference

Forms Required:

Missing Child/Youth Response Plan

Amendment Date:

3.35 Approval of Plans to address Critical Injury/Death of Child/Youth

POLICY STATEMENT: Social Worker will develop and implement a plan to address critical injury or death of a child or youth.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Consensus Connection	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Wisdom	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Mental Spiritual Life stage: Child Youth Season: Winter	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Humility Empathy Patience Accountability Generosity Resilience
Outcomes to be achieved:			
<ul style="list-style-type: none"> • Traditional protocols and decision-making processes are identified and employed. • Child, parents, extended family, and caregivers are involved in planning and in the decision-making process. • The safety and well-being of the child is protected. 			
Practices and Procedures:			
<p>When a child or youth who has, or whose family has, received services from C/TFN within the past 12 months is involved in a reportable circumstance or grievous incident, a report is sent to the Director and copied to Family Council and the Child Advocate. The initial report must be prepared within 24 hours of the incident, and a case review and written report must be submitted within 10 days.</p> <p><u>Reportable Circumstances:</u></p> <p>Reportable circumstances include:</p> <ul style="list-style-type: none"> • the death of a child; • a child in a life-threatening situation (e.g., illness, a serious accident, abduction); • a child who frequently runs away; • a child who is lost or missing (with or without family) for 10 days; • a child who is involved in a violent crime; • a child who is abused or neglected in a situation which could be perceived as being linked to the Director • a child in out-of-home care subject to an investigation of an approved C/TFN caregiver; • a child who has been involved in, or exposed to, a high-risk situation or disaster. <p><u>Elements of the Initial Report:</u></p> <p>The report must include:</p>			

- the name and birth date of the child;
- the legal guardianship status of the child;
- the ancestry of the child;
- the date(s) of the incident or situation;
- the name, address, and type of placement that the child was in at the time of incident;
- the name of the Social Worker assigned to the child;
- how the Social Worker was informed of the incident, and by whom;
- the known circumstances surrounding the incident including the date, time, place, other people present or involved, details regarding any abuse or neglect, and details of the incident that may have resulted from abuse or neglect;
- the current status of any child protection investigation or police investigation;
- a brief summary of C/TFN's involvement with the child and the family of the child, including all details of any past similar circumstances that may have caused harm to the child;
- a listing of people who have been notified by the Social Worker, including the police, family members, the community, and other agencies;
- any additional actions taken by the Social Worker.

Case Review:

The case review and written report, which must be submitted within 10 days, includes:

- the name and birth date of the child;
- the name of the Social Worker and supervisor assigned to the child;
- any required information from the initial report that was not available at the time the initial report was completed;
- any factual information that would add to the initial report;
- summary of the history of previous services to the child and family, and the current reason that services are being provided to the family;
- a detailed statement of the child's placement history, including any information describing the nature or circumstances that lead to the placement of the child;
- all details of prior allegations or confirmed reports of abuse and neglect that are relevant to the nature or circumstances of the matter being reported;
- the status of any investigation, including additional information received from the police or other people concerning suspected child abuse or neglect;
- an update regarding the needs of the child resulting from the incident and how these needs will be met;
- an update regarding any other children at risk, and the plan for protecting these children;
- a summary of any additional services provided to the child, family, caregivers and service providers as a result of the incident or circumstance;
- a summary of any steps being implemented to prevent further similar incidents, and the status of these intervention strategies;
- any plan for further investigation or other required actions;
- other information requested by the Director.

The following information is to be provided as appropriate to the circumstances and as soon as it becomes available:

- the medical reports;
- the autopsy report;
- the results of the police investigation;
- the results of the case review.

Informing the Child's Family:

The Social Worker will inform the child's family and provide supports to the family as appropriate to the circumstances and as soon as possible. Supports may include:

- referral to community supports;
- financial or in-kind assistance for travel costs;
- in the case where the child has died, a financial contribution for the funeral.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve(A)):

Social Worker - I & R

Family Council - I & R

Advocate - I & R

Director - D & A

References:

No Book 2 Reference

Forms Required:

Reportable Circumstance Form

Initial Plan Form

Case Review Form

Amendment Date:

3.36 Investigating Allegations of Abuse by Caregiver of child placed outside of parent/guardian

POLICY STATEMENT: Social Worker will investigate allegations of abuse by caregiver of child placed outside of parent.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Laws Connection Consensus	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Wisdom	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Mental Emotional Life stage: Child Season: Winter	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Humility Accountability Integrity Respect Compassion
Outcomes to be achieved: <ul style="list-style-type: none"> The safety and well-being of the child is protected. 			
Practices and Procedures: <p>If allegations of abuse or neglect are made about a caregiver, the Social Worker works with the Circle to ensure the safety of the child. Members of the Circle will be familiar with the child and his/her family, with their roles and responsibilities in supporting the child and family, and the progress to date on achieving the goals set out in the child’s plan.</p> <p><u>Responding to Allegations of Abuse and Neglect in Out-of-Care Placements:</u></p> <p>The Social Worker follows the process for responding to child safety (protection) reports.</p> <p><u>Supporting the child during an assessment related to allegations of abuse and neglect in child’s placement:</u></p> <p>The Social Worker responsible for the child’s care maintains contact with the child throughout the assessment by:</p> <ul style="list-style-type: none"> Notifying the Circle of the allegation; Involving the Circle in making decisions regarding changes in placement and in supporting, preparing, and assisting the child with a placement change or any significant changes to the child’s circumstances; Informing the child’s parents, the Child Advocate, and Family Council Providing the Director with information about the child’s history for the assessment of the allegations; Meeting with the child at the conclusion of the assessment to explain and discuss the outcome; Informing all parties accordingly. 			

<p><u>Supporting the caregiver:</u></p> <p>C/TFN provides an appropriate advocate for the caregivers, available upon request, who offers support and information to the home regarding the process.</p> <p><u>Review Process:</u></p> <p>If the caregiver is not satisfied with the outcome of the process of assessing the allegations, the caregiver may request Family Council and the Director to undertake a joint review of the decision.</p>
<p>Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):</p> <p>Social Worker - I & R Family Council - I & R Director - D & A</p>
<p>References:</p> <p>No Book 2 Reference</p>
<p>Forms Required:</p> <p>Investigation of Caregiver Form</p>
<p>Amendment Date:</p>

3.37 Advocacy for Families and Children living away from C/TFN served by other governments (i.e. Yukon)

POLICY STATEMENT: Social Worker will provide advocacy support to children and families living away from Carcross Tagish First Nation.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Consensus Connection Laws	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Wisdom	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Spiritual Physical Life stage: Child Youth Season: Spring	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Accountability Patience Cooperation Preservation Courage
Outcomes to be achieved: <ul style="list-style-type: none"> • Children and Families are supported regardless of where they live. • Traditional protocols and decision-making processes are identified and employed. 			
Practices and Procedures: When a family residing away from Carcross Tagish First Nation is involved with provincial or territorial child welfare program C/TFN will provide advocacy support, upon the request of the child or family. C/TFN asserts its jurisdiction over all C/TFN children, youth and families regardless of residency.			
Practice Considerations: The federal legislation <i>An Act Respecting First Nation, Inuit and Metis Children, Youth and Families</i> required all child welfare jurisdictions (Provincial, Territorial, etc.) to deliver services consistent with the standards and principles of this legislation. Additionally, this legislation requires child welfare authorities to involve Indigenous communities in relation to any significant measure being taken with a child and the child’s family. When an Indigenous community has identified itself or a designate to be an Indigenous Governing Body pertaining to children there are additional expectations that must be adhered to by child welfare authorities.			
Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): Social Worker - I & R Family Council - I & R Director - I & R			

References: No Book 2 Reference
Forms Required: Notification to Child Welfare Authority of Carcross Tagish Book 2 Jurisdiction
Amendment Date:

3.38 Assessment/Investigations of Vulnerable Adults and Elder Abuse

<p>POLICY STATEMENT: C/TFN will lead or participate in the culturally grounded assessment and investigation of elder abuse. All responses will be guided by traditional law, community self-determination, and the holistic well-being of the individual and community.</p> <p>TO BE DETERMINED IF WITHIN OR OUT OF SCOPE</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction)</p> <p>Laws Connection Consensus</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Balance Love Wisdom</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Spiritual Physical</p> <p>Life stage: Elder</p> <p>Season: Winter</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values)</p> <p>Respect Compassion Accountability Trust Preservation Humility</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> Elders are protected and able to live with dignity, autonomy, and safety. Community-led responses prioritize healing, accountability, and traditional values. C/TFN's jurisdiction is respected in all matters concerning C/TFN Elders, regardless of residence. 			
<p>Practices and Procedures:</p> <ul style="list-style-type: none"> Concerns regarding Elder abuse may be raised by families, Citizens, or staff to the Health and Wellness Department. Prioritizes safety, consent, and privacy. A community meeting (with Clan representation) is typically organized. The Director coordinates outreach to external partners (RCMP, Adult Protection Services, medical professionals, etc.). Documentation occurs in Sharevision; access is secure and limited to involved personnel. Investigations are coordinated by the Health and Wellness team and Senior Manager. Circles may be convened to include family, Clan members, and the Elder's Council. External authorities may be consulted for direction when risk is imminent. C/TFN asserts its right to co-lead or be actively informed of external assessments involving C/TFN Elders. Internal supports include Home Support Workers, Outreach Workers, Elders Care Workers, Mental Health and Addictions Workers, and Aftercare Workers. Partnered supports include RCMP, Health Centre, Adult Protection, Blood Ties, Safe at Home, CYFN, and long-term care facilities. 			

Practice Considerations:

Any involvement of the Yukon government or long-term care institutions must be managed through clear agreements to ensure C/TFN authority is upheld.

Elder’s Council is key to ensure cultural safety in investigations.

Consent must always be prioritized—unless there is a verified and immediate threat to life or safety.

Care plans for Elders will be developed as a new procedural standard, to be documented in Sharevision.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

D: Vulnerable Adult (if capable), Director

I: FC, Elders Council and Family/Clan

R: FC, Support Workers, and Clans

References:

No Family Act reference

Forms Required:

Care Plan

Amendment Date:

3.39 Support and/or Placement for Vulnerable Adults including Elders

<p>POLICY STATEMENT: C/TFN will ensure that Elders in need of additional support or placement are treated with dignity, respect, and cultural continuity. Whenever possible, supports will be provided within the community. If placement is necessary, it will align with the individual’s wishes, traditional values, and community decision-making processes.</p> <p>TO BE DETERMINED IF WITHIN OR OUT OF SCOPE</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction)</p> <p>Laws Connection Consensus</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Balance Love Wisdom</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Emotional Physical Mental</p> <p>Life stage: Elder</p> <p>Season: Winter</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values)</p> <p>Compassion Respect Preservation Dignity Responsibility</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> Elders receive support that honors their identity, autonomy, and connection to land and culture. In-community care is prioritized to maintain cultural continuity and family ties. Placement decisions are collaborative, transparent, and rooted in the traditional law and values of C/TFN. 			
<p>Practices and Procedures:</p> <ul style="list-style-type: none"> Health and Wellness staff coordinate responses when an Elder is identified as needing additional support or placement. Concerns may arise from family, community members, healthcare providers, or C/TFN staff, and are directed to the Director. Wellness assessments and discussions with the Elder, family, and relevant professionals inform care planning. When needed, collaboration with Adult Protection Services, medical professionals, or social workers supports accurate assessment. C/TFN facilitates family and Clan meetings to discuss support options, care planning, and potential placement. The Elder’s voice is central. Their autonomy, consent, and wishes are respected throughout the process. Decisions are made with input from Clan representatives, health professionals, and external partners where needed. If in-community support is no longer sufficient, external placement options are explored in close consultation with the Elder and family. 			

- Placements are chosen to maximize cultural familiarity, proximity to home, and quality of care.
- C/TFN staff continue to stay involved with the Elder post-placement, advocating for ongoing wellness and connection.
- C/TFN Health and Wellness Department collaborates with Yukon government, hospitals, First Nations Health, ISC, and long-term care facilities.
- Services may be directly provided by C/TFN or funded through government partnerships.
- All actions, decisions, and care plans are recorded in ShareVision.
- Care plans are implemented to document services, preferences, and outcomes.
- Support and placement decisions are guided by traditional law, ensuring cultural continuity and family involvement.
- The Elders Council or Cultural Support Team may be engaged to provide guidance or ceremony as needed.

Practice Considerations:

A culturally grounded care plan should accompany the Elder wherever they reside.

Historical trauma may influence Elder or family reluctance to seek support, this must be handled with deep respect and patience.

Transitions between home, community, and care facilities should be coordinated to minimize disruption to wellness.

Potential for developing a C/TFN-led Elder Care or Supported Living Program.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

D: Vulnerable Adult (if capable), Director

I: FC, Elders Council and Clans Family/Clan

R: FC, Support workers, and Clans

References:

No Family Act reference

Forms Required:

Care Plan

Amendment Date:

3.40 Assessment/Investigations of Vulnerable Adults including Elders (physical/mental/developmental challenges)

<p>POLICY STATEMENT: C/TFN recognizes the inherent dignity and value of all vulnerable adults, including those living with physical, mental, and developmental challenges. C/TFN will respond to concerns of abuse, neglect, or exploitation through culturally respectful, community-driven assessments and investigations. All actions prioritize the wellness, safety, and self-determination of the individual.</p> <p>TO BE DETERMINED IF WITHIN OR OUT OF SCOPE</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction)</p> <p>Laws Connection Consensus</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Self-esteem Love Wisdom Balance</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Mental Physical Emotional</p> <p>Life stage: Adult Elder</p> <p>Season: Fall Winter</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values)</p> <p>Compassion Honesty Respect Responsibility</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> • Vulnerable adults are protected from abuse, neglect, and exploitation. • Concerns are addressed with timely, respectful, and culturally grounded responses. • Investigations center the individual's voice, autonomy, and right to make informed decisions. • Community members and staff are supported to recognize and report concerns safely. 			
<p>Practices and Procedures:</p> <ul style="list-style-type: none"> • Concerns may arise from family members, service providers, staff, or community members. • Reports are directed to the Director of Health and Wellness, or a designated Protection Lead. • C/TFN encourages a non-punitive, culturally safe approach to reporting and addressing harm. • Upon receiving a concern, an initial screening assessment is conducted to determine risk level and urgency. • Immediate safety needs are addressed first, in consultation with appropriate supports (e.g., RCMP, Adult Protection Services). • Investigations are community-driven, using a trauma-informed and culturally respectful approach. • The vulnerable adult's voice, consent, and capacity are central to all decisions. • Where capacity is impaired, C/TFN collaborates with legal representatives and families while honoring traditional law and values. 			

- A Care and Protection Plan is created, outlining supports, safety measures, and wellness goals.
- All concerns, actions, and decisions are recorded in ShareVision.
- Confidentiality is upheld in accordance with C/TFN policy, Yukon laws, and traditional protocols.
- C/TFN recognizes the importance of collective responsibility and holistic wellness in protecting vulnerable adults.

Practice Considerations:

Many vulnerable adults may fear disclosure or intervention, trust-building is essential.

Responses must account for trauma history, disability rights, and culturally safe communication.

Prioritizing continuity of care within the community is essential to prevent further marginalization.

Determine the role of family or appointed decision-makers in collaboration with the adult, not in place of them.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A):

D: Vulnerable Adult (if capable), Director

I: FC, Elders Council and Family/Clan

R: FC, Support workers, and Clans

References:

No Family Act references

Forms Required:

Care and Protection Plan

Amendment Date:

3.41 Support and/or Placement for Vulnerable Adults

<p>POLICY STATEMENT: C/TFN will provide or coordinate culturally safe support and/or placement options for vulnerable adults—including those with physical, mental, or developmental challenges—when independent living is no longer safe or feasible. All decisions and actions will be grounded in dignity, autonomy, and a sense of belonging, and will honour traditional practices and holistic wellness.</p> <p>TO BE DETERMINED IF WITHIN OR OUT OF SCOPE</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction)</p> <p>Laws Connection Consensus</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Balance Wisdom</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Physical Mental</p> <p>Life stage: Adult Elder</p> <p>Season: Fall Winter</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values)</p> <p>Compassion Respect Service Belonging Dignity</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> • Vulnerable adults are supported in environments that promote safety, cultural identity, and personal well-being. • Support and placement processes are respectful, transparent, and rooted in community values. • C/TFN Citizens remain connected to family, land, and culture wherever possible. • Decisions reflect the individual’s wishes, capacity, and support network. 			
<p>Practices and Procedures:</p> <ul style="list-style-type: none"> • Concerns may be identified by family, caregivers, medical professionals, or C/TFN staff. • A comprehensive wellness and safety assessment is coordinated by the Director of Health and Wellness in collaboration with Family Council. • The vulnerable adult’s preferences, values, and strengths guide the development of a Support and Placement Plan. • Placement outside the home is considered only when necessary, and with the individual's informed consent wherever possible. • Whenever possible, supports or placement options are provided within C/TFN traditional territory or in culturally safe environments that allow for connection to community and land. • Support and placement plans are reviewed regularly to ensure safety, satisfaction, and cultural alignment. • The vulnerable adult’s well-being, independence, and connection to community are continuously supported and evaluated. • All plans and decisions are documented in ShareVision. 			

- Information is kept confidential and shared only in accordance with C/TFN policy, legislation, and cultural protocols.

Practice Considerations:

Some adults may resist care due to trauma or fear, relationship-building is key

Cultural dislocation can cause more harm than physical decline; proximity to family, land, and culture must be prioritized

Guardianship or substitute decision-making must be used sparingly and with Circle approval

Interagency coordination should not override traditional decision-making processes

Decision Making Authority influence (I) /recommend (R)/decide (D)/approve (A):

D: Vulnerable Adult (if capable), Director

I: FC, Elders Council and Family/Clan

R: FC, Support workers, and Clans

References:

No Family Act Reference

Forms Required:

Support and Placement Plan

Amendment Date:

3.42 Child without Parent(s) - Death of Parent(s)

POLICY STATEMENT: Social Worker will develop and implement a plan to support a child who has experienced the death of a parent.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Connection Consensus	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Wisdom	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Spiritual Emotional Life stage: Child Youth Season: Winter	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Healing Respect Compassion Courage Integrity
Outcomes to be achieved:			
<ul style="list-style-type: none"> • Children are supported and cared for. • Traditional protocols and decision-making processes are identified and employed. • Child feels connected to family, siblings, community, culture, nation, and land. • Child feels sense of security knowing where and with whom child will live. • Child remains connected to family. • People whom the family trusts are identified and engaged in helping the child. 			
Practices and Procedures:			
<p>When the parent dies who has been receiving services from the Director, the Social Worker will:</p> <ul style="list-style-type: none"> • inform Family Council; • inform the Child Advocate; • inform the Director. <p>When a parent dies, whose family has received services from C/TFN within the past 12 months, a report is sent to the Director and copied to Family Council and the Child Advocate. The initial report must be prepared within 24 hours of the incident, and a case review and written report must be submitted within 10 days.</p> <p>The Social Worker will request Family Council to convene a Family Circle to:</p> <ul style="list-style-type: none"> • review the immediate care needs for the child, • identify the support needs of the child, • develop a plan for the ongoing care of the child. <p>The Social Worker will follow the reportable circumstances policy.</p>			
Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): Social Worker - I & R Family Council - I & R Advocate - I & R			

Director - D & A
References: No Book 2 Reference
Forms Required: Reportable Circumstance Form Notification of Director, Child Advocate and Family Council
Amendment Date:

3.43 Death of a Child

POLICY STATEMENT: Social Worker will develop and implement a plan to support the family and Clan who has experienced the death of a child.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Connection Consensus Laws	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Balance Wisdom	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Spiritual Emotional Life stage: Adult Elder Season: Winter	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Healing Strength Compassion Respect
Outcomes to be achieved:			
<ul style="list-style-type: none"> • Traditional protocols and decision-making processes are identified and employed. • People whom the family trusts are identified and engaged in supporting the family. • Family feels connected to extended family, Clan, and community. 			
Practices and Procedures:			
<p>When a child dies who has been receiving services from the Director, the Social Worker will:</p> <ul style="list-style-type: none"> • inform Family Council; • inform the Child Advocate; • inform the Director. <p>A report is sent to the Director and copied to Family Council and the Child Advocate. The initial report must be prepared within 24 hours of the incident, and a case review and written report must be submitted within 10 days.</p> <p>The Social Worker will request Family Council to convene a Family Circle to:</p> <ul style="list-style-type: none"> • develop a plan to bring the child home (if away from home), • develop plan to transition to the spirit world, and • identify the support needs for the child’s family. <p>The Directo/Social Worker will follow the reportable circumstance policy outlined in Approval of Plans to Address Critical Injury/Death of Child/Youth.</p>			
Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): Social Worker - I & R Family Council - I & R Advocate - I & R Director - D & A			

References: No Book 2 Reference
Forms Required: Reportable Circumstances Form Notification of Director, Child Advocate and Family Council
Amendment Date:

3.44 Right of a Child

POLICY STATEMENT: Social Worker will continuously inform the child of the child’s rights.			
Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction) Consensus Laws Connection	Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction) Love Wisdom	Relevance to Holistic Wellness: (refer to the introduction) Medicine Wheel: Emotional Spiritual Life stage: Child Season: Spring	Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values) Courage Respect Compassion Integrity
Outcomes to be achieved: <ul style="list-style-type: none"> ● Children know their rights and how to contact the Child Advocate. ● Child, parents, extended family, and caregivers are involved in planning and in the decision making process. ● Child, parents, family members, and community feel safe to ask for help. ● Child knows who is in his/her family and who is part of his/her circle of care. ● Child feels connected to family, siblings, community, culture, nation, and land. ● Child knows more about their community, culture, and family. 			
<p><i>Book 2 Part 5 Section 37:</i></p> <p><i>The Director shall designate a Community Child Advocate who will develop programs for children that help them understand their rights, including their rights under the United Nations Convention on the Rights of the Child;</i></p> <p>Practices and Procedures:</p> <p>Children are entitled to be physically, emotionally, mentally, and spiritually safe.</p> <p>Children must be informed of their rights.</p> <p>Children involved in the Director’s services must know how to access the Child Advocate.</p> <p>The Advocate will ensure the Director informs all children of their rights under the United Nations Declaration on the Rights of the Child. This includes the rights to cultural heritage and traditional knowledge.</p> <p>Each time a child is placed in the Director’s care, the Social Worker provides the child and parent(s) with information about the Child Advocate and this information is reviewed on a regular basis with the child. The child and Social Worker, and parents when available, sign a form to acknowledge that this information has been provided. If the child is not old enough</p>			

to understand this information, the caregiver will receive it and sign a form to acknowledge the receipt of the information.

The Social Worker explains to the child that he or she is entitled to be physically, mentally, spiritually, and emotionally safe and informed of their rights in a manner that is understandable to the child and acknowledges the context of the traditional roles and responsibilities of children in their culture.

In situations where the child reports that his or her rights have not been respected, the Social Worker will determine whether the information needs to be brought to the attention of the Circle, and at all times, will

- meet with the child and others to resolve the issues;
- inform the child and the Child Advocate that there is a potential rights violation;
- provide support to the child.

The Rights of Children in-care include:

- to be fed, clothed, and nurtured according to community standards and to be given the same quality of care as other children in the placement;
- to be informed about their plans of care;
- to be consulted and invited to express their views, according to their abilities, about significant decisions affecting them;
- to reasonable privacy and to possession of their personal belongings;
- to be free from corporal punishment;
- to be informed of the standards of behaviour expected by their caregiver and of the consequences of not meeting their caregiver's expectations;
- to receive medical and dental care when required;
- to participate in social and recreational activities if available and appropriate and according to their abilities and interests;
- to receive religious instruction and to participate in the religious activities of their choice;
- to receive guidance and encouragement to maintain their cultural identity;
- to be provided with an interpreter if language or disability is a barrier to consulting with them on decisions affecting their custody or care;
- to privacy during discussions with members of their families, subject to any court orders that limit the access of family members to the child to protect the safety of the child;
- to privacy during discussions with a lawyer of the Child Advocate;
- to be informed about and to be assisted in contacting the Child Advocate;
- to be informed of the procedures available for enforcing their rights.

The Social Worker reinforces the child's knowledge and understanding of the Rights of Children in Care by:

- ensuring the child is regularly informed of his or her rights according to the child's developmental level;
- advising the caregiver to reinforce the child's knowledge of these rights.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve (A): Social Worker - I & R Family Council - I & R Advocate - I & R Director - D & A
References: Book 2 Part 5 Section 37
Forms Required: Child's Rights Review Form
Amendment Date:

4. Dispute Resolution

Introduction

There is a spectrum of dispute resolution responsibilities that come from implementation of the Family Act, ranging from formal adjudication (such as a court, or judicial proceeding) through to mediated and collaborative facilitation of resolutions agreeable to all parties in the dispute.

What this means in practice is that very serious matters such as placement of a child require a form of court where parties cannot reach agreement. This can include an adjudicative body set up pursuant to Section 13.6.0 of the Self Government Agreement. However, as the implementation of justice by C/TFN has not been concluded, the public courts system in Yukon applies.

As best possible and in keeping with the values of the Nation as set out in Books One and Two, the preferred way to settle disagreements is through Family Circle as facilitated by Peacekeepers.

Policies in this section (4) focus on the Family Circle and Peacekeeper roles which are under the authority of C/TFN through *Book Two: C/TFN Family Act* and associated regulations.

- Manage the Family Circle process [Assessment, Preparation, Circle Gathering and Follow-up];
- Monitor work of the support groups and take such actions deemed necessary to ensure all commitments are honoured
- Prepare for and ensure all parties can participate fully in the process;
- Where appropriate, conduct separate preparation Circles for each participant or participants with shared interests;
- Identify the information and resources needed to resolve all issues;
- Determine when all parties are ready for an inclusive Family Circle.

4.1 Dispute Resolution Framework

<p>POLICY STATEMENT: A dispute resolution framework provides C/TFN with clarity on the various roles and responsibilities of adjudicative and facilitative bodies and offices that will be needed from time to time to resolve disputes that may arise as a consequence of actions taken to fulfil the requirements of the Family Act.</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction)</p> <p>Consensus Connection Laws</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Wisdom Balance Love</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Emotional Mental Spiritual</p> <p>Life stage: Youth Adult Elder</p> <p>Season: Winter Spring Summer Fall</p>	<p>Relevant Family Act Virtues & Values: (refer to table in introduction of 38 Virtues & Values)</p> <p>Respect Integrity Compassion Empathy Patience</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> • Clarity on what body will be used to address disputes on matters relating to the Family Act. • Certainty for families and individuals on where they can pursue resolution to matters that are beyond their capacity. 			
<p>Practices and Procedures:</p> <ul style="list-style-type: none"> • The following table provides description of the spectrum of opportunities that can be useful in addressing disputes relating to the Family Act 			

Alternative Dispute Resolution Spectrum				
Collaborative Dialogue Implied in UFA (s.26.6.2)	Negotiation Implied option in UFA	Mediation UFA (s.26.6.0)	Arbitration UFA (s.26.7.0)	Courts
<ul style="list-style-type: none"> - Very informal - Can be designed by parties entirely - Parties may or may not include outside facilitator(s) to encourage success - End result and timelines may be unpredictable - Potentially expensive 	<ul style="list-style-type: none"> - Positional - Determine own negotiator - Negotiate rules for negotiations - Mandates set up front and may be amended by the parties - Main table and subject tables set - Often complicated - Often lengthy 	<ul style="list-style-type: none"> - Somewhat informal - Mediator can be selected by parties - Can determine own procedures - Financial support from DRB - Very flexible on who can join to provide input & advice - Can determine location and timing of sessions - Considered confidential unless parties agree otherwise 	<ul style="list-style-type: none"> - Formal - Strict procedures (witnesses, documents etc.) - Can cut down time - Parties agree on arbitrator or one can be assigned - Arbitrator's decision only appealable to Courts (binding) - Can break to seek outside input - Questions of Law to Yukon Supreme Court - Can determine location - Rules state most information will be considered confidential 	<ul style="list-style-type: none"> - Formal - Strict procedures - Adversarial - Litigious - Lengthy - Western legal rules - No control over who will be Judge - Recourse is to a more senior Court

[table provided in Yukon Dispute Resolution Board's publication: *Resolving Conflict: Finding the Way Together Alternative Dispute Resolution and Chapter 26 of the UFA*]

- Family Council, the Director, Independent Family Support Worker, or a Peacekeeper assigned to a matter under the Family Act will consider, depending on the severity of the impasse between parties, where on the spectrum a dispute can be best managed.
- Family Council, the Director, or other authority will consult with involved Clan or Clans to confirm the proposed level of adjudication or mediation and appropriate Citizens who would need to be involved in the process as it moves forward.
- If a Peacekeeper is considered the appropriate body to address a dispute, the approach set out in parts 5.9 and 5.10 of Family Council *Terms of Reference* will apply including the establishment of a Family Circle or Circles to facilitate resolution of the dispute under the general leadership of the Peacekeeper.
- Where a process is determined appropriate, and where resources are not available in either Family Council or the Director's budget, immediate steps will be taken by the Director to work with the Executive Director to find and apply appropriate resourcing to the process.
- Where a matter is sufficiently serious to require judicial attention, relevant court and legal procedures will apply.

Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve(A)): D: FC, Director, Peacekeeper I: Family, Clan
References: Family Council Terms of Reference Family Act Yukon Dispute Resolution Board's <i>Resolving Conflict: Finding the Way Together Alternative Dispute Resolution and Chapter 26 of the UFA</i>
Amendment Date:

4.2 Dispute Resolution Process Management

<p>POLICY STATEMENT: Conflict resolution for families and individuals needs to be carefully managed from determination of the appropriate process all the way through to post resolution monitoring.</p>			
<p>Relevance to Family Act Traditional Practices: (refer to the explanations of each in the introduction)</p> <p>Connection Laws</p>	<p>Relevant Family Act Fundamental Concepts (Balance Self Esteem Love Wisdom): (refer to the explanation of each in the introduction)</p> <p>Wisdom Balance</p>	<p>Relevance to Holistic Wellness: (refer to the introduction)</p> <p>Medicine Wheel: Mental Spiritual Emotional</p> <p>Life stage: Adult Elder</p> <p>Season: Winter Spring Summer Fall</p>	<p>Relevant Family Act Virtues & Values:</p> <p>(refer to table in introduction of 38 Virtues & Values)</p> <p>Respect Integrity</p>
<p>Outcomes to be achieved:</p> <ul style="list-style-type: none"> ● Effective and maintained resolution to matters to address disputes under the Family Act. ● Involvement by all appropriate bodies and individuals of C/TFN. 			
<p>Practices and Procedures:</p> <ul style="list-style-type: none"> ● It will be determined at the outset of a dispute resolution process what level of resolution is required, and this will be the shared responsibility of the Director and Family Council. ● Following the determination of the appropriate level of dispute resolution, the office charged with responsibility will undertake all matters relating to: <ul style="list-style-type: none"> ○ Determination of all parties needing to be involved, including whether the Child Advocate or other support is needed for the child or any other parties involved in the dispute. ○ Appropriate venues for engagement with particular focus on Family Circle or Family Circles. ○ Consideration of whether mediation should be separate or together. ○ Determination of what information is required to inform dispute resolution. ○ Appropriate preparation and treatment (including determination of confidential items) of all documentation necessary for the process 			

including delivery of final case file to the Director for proper custodianship. <ul style="list-style-type: none">○ Preparation of a monitoring schedule to be implemented by the Director to ensure long term dispute resolution success.
Decision Making Authority (influence (I) /recommend (R)/decide (D)/approve(A)): D: FC, Director, appropriate office assigned the task of dispute resolution
References: Family Act Family Council Terms of Reference
Amendment Date:

Appendix – Role Specific Policy Lists

On the following pages are lists of policies that have been identified for individuals and bodies that will be working to implement the Family Act.

All members of Family Council should be familiar with and able to navigate around the Policies and Procedures Manual as required.

For several other roles, these lists have been prepared in order to make it easier for those involved to build awareness of the key policies they should understand.

These roles are as follows:

- Family Council Chair and Co-Chairs
- Director of Health and Wellness
- Executive Council
- Elders Council
- General Council
- Youth Council
- Clans
- Child/Youth
- C/TFN Citizens and Community
- Independent Family Support Worker
- Peacekeeper
- Social Worker
- Family Circle
- Family Panel
- Community Child Advocate
- C/TFN Staff
- C/TFN Department Heads
- Executive Director
- Family/Families

Book Two: C/TFN Family Act

Policies and Procedures related to: Family Council Chair and Co-Chairs

To be used as a companion to *Book Two: C/TFN Family Act Policies and Procedures Manual*

Policy Number	Policy Title	Family Act Ref	Notes
1.1	Appointment Process for Family Council	<i>Family Council Regulation (2023); Family Council Terms of Reference</i>	
1.2	Family Council's Role in the Appointment of Family Council Members	<i>Family Council Regulation (2023); Family Council Terms of Reference</i>	
1.4	Family Council Orientation and Training	<i>Training Framework for Family Council Members; Family Act; Family Council Regulations; Family Council Terms of Reference</i>	
1.5	Roles and responsibilities of FC Chair	<i>Family Council Terms of Reference; Family Council Regulation (2023)</i>	Key Policy for this Role
1.6	Managing Meetings of Family Council	<i>Family Council Terms of Reference</i>	Key Policy for this Role
2.17	Files/Records Management	Any departmental policies	
3.2	Responding to request for support/service from Family Council	<i>Book 2 Part 6 Section 44</i>	Key Policy for this Role
3.3	Appointment and Responsibilities of a Family Panel	<i>Book 2 Part 6 Section 45</i>	
3.9	Receiving of report of child safety by Family Council	<i>Book 2 Part 6 Section 43.2 & 43.3</i>	
3.15	Referral to Family Council	<i>Book 2 Part 7 Section 50</i>	

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Policies and Procedures related to: Director of Health and Wellness

To be used as a companion to *Book Two: C/TFN Family Act Policies and Procedures Manual*

Policy Number	Policy Title	Family Act Ref	Notes
1.11	Relationship Protocols with C/TFN Councils and Bodies		Suggested as part of procedure
1.12	Establish/Maintain Relationships with Canada, Yukon and Other Public Governments, agencies, and authorities	Section 82, <i>Family Act</i>	
1.13	Establish/Maintain Relationships with First Nation Governments	Section 82, <i>Family Act</i>	
1.14	Establish/Maintain Relationships with local government	Section 82, <i>Family Act</i>	
1.15	Establishment of Visions and Strategic Plan for Child, Individual, and Family Well-Being		Suggested as part of procedure
1.17	Establishment and Revisioning of Human Resources Policy for Child, Individual, and Family Well-Being	Human Resources Policy	Decision making authority
1.18	Planning for and Approval of Facilities for Child, Individual, and Family Well-Being		Decision making authority
2.1	Hiring/Appointment of Director		
2.2	Supervision/Oversight of Director	Multiple references	
2.3	Relationship between Director and Family Council	Section 29, 30, 33, 35, <i>Family Act</i>	
2.4	Delegation by Director	Section 24, 29, <i>Family Act</i>	
2.5	Hiring/Appointment of “Community Child Advocate” and Other Advocates	Section 37, <i>Family Act</i>	
2.6	Supervision/Oversight of “Community Child Advocate” (and Other Advocates)	Section 37, <i>Family Act</i>	
2.7	Role of Family Council in the hiring of staff implementing Family Act	Section 25, 29, <i>Family Act</i>	
2.8	Development and Approval of Family Council Budget	Section 31, <i>Family Act</i>	

2.9	Influencing and informing the Family Council Budget Across C/TFN Departments in Promotion of the Family Act	Section 29, <i>Family Act</i>	
2.10	Development and Approval Spending Levels/Authorities		Suggested as part of procedure Decision making authority
2.11	Development of Protocols (Relationship Agreements) with other Governments and Agencies	Section 82, <i>Family Act</i>	
2.12	Maintenance of Facilities		Suggested as part of procedure
2.13	Establishment of a Case Management Information System (Client Electronic Record System)		Suggested as part of procedure
2.14	Establishment and Implementation of a Supervision Model (Clinical Case Supervision)		Suggested as part of procedure
2.16	Contract Management		Suggested as part of procedure
2.17	Files/Records Management		Suggested as part of procedure
2.18	Capacity Building for C/TFN Citizens		Suggested as part of procedure
3.1	Receiving request for support/service by Family Council	Section 5.6 to 6.6, <i>Family Council Terms of Reference</i> ; Section 43, <i>Family Act</i>	
3.2	Responding to request for support/service from Family Council	Section 44, <i>Family Act</i>	
3.4	Referral to Child Advocate by Family Council	Section 29, 37, <i>Family Act</i>	
3.5	Selection of Peacekeeper	Section, 29, 45, <i>Family Act</i> ; Section 5.9, <i>Family Council Terms of Reference</i>	
3.6	Convening and Conducting a Family Circle	Section, 38, 46, <i>Family Act</i> ; Section 5.9, <i>Family Council Terms of Reference</i>	
3.7	Developing a Family Plan	Section 47, <i>Family Act</i>	
3.8	Reviewing a Family Plan	Section 48, <i>Family Act</i>	

3.9	Receiving of report of child safety by Family Council	Section 43, <i>Family Act</i>	
3.11	Development and Delivery Promotional Programs (Community wide, Cultural, Land Based)	Section 29, <i>Family Act</i>	
3.12	Receiving of request for support/service by Director	Section 44, <i>Family Act</i>	
3.13	Receiving of report of child safety by Director	Section 56, 57, <i>Family Act</i>	
3.14	Developing response to child safety report to Director	Section 57, <i>Family Act</i>	
3.15	Referral to Family Council	Section 50, <i>Family Act</i>	
3.16	Referral to Child Advocate by Director	Part 7, <i>Family Act</i>	
3.17	Entering into Voluntary Agreements for Placement of Children	Section 63, <i>Family Act</i>	
3.18	Responding to reports of child abuse/neglect (Investigations)	Section 58, <i>Family Act</i>	
3.19	Creating an Initial Plan		Suggested as part of procedure
3.20	Removal of Children for Safety Concerns	Section 59, 60, <i>Family Act</i>	
3.21	Unattended Child	Section 61, <i>Family Act</i>	
3.22	Lost or Run Away Child	Section 62, <i>Family Act</i>	
3.23	No Contact Order	Section 64, <i>Family Act</i>	
3.24	Essential Health Care Order	Section 65, <i>Family Act</i>	
3.25	Supervision Order	Section 66, <i>Family Act</i>	
3.26	Temporary Care Order and Extensions	Section 67, <i>Family Act</i>	
3.27	Continuing Care Order	Section 70, <i>Family Act</i>	
3.28	Cancelling Temporary or Continuing Care Order	Section 71, <i>Family Act</i>	
3.29	Transition to Adulthood	Section 73, <i>Family Act</i>	
3.30	Priority of Placement	Section 72, <i>Family Act</i>	
3.31	Approval of Homes to Care for Children who cannot remain with Parents/Guardians		Suggested as part of procedure
3.32	Development of Plans of Care for Children Required to be placed outside of Family		Suggested as part of procedure Decision making authority
3.33	Provision of Medical Care to Children Placed outside of parent/guardian		Suggested as part of procedure Decision making authority

3.34	Approval of Plans to address Missing Child/Youth		Suggested as part of procedure Decision making authority
3.35	Approval of Plans to address Critical Injury/Death of Child/Youth		Suggested as part of procedure
3.36	Investigating Allegations of Abuse by Caregiver of child placed outside of parent/guardian		Suggested as part of procedure
3.37	Advocacy for Families and Children living away from C/TFN served by other governments (i.e. Yukon)		Suggested as part of procedure Decision making authority
3.38	Assessment/Investigations of Elder Abuse		Suggested as part of procedure Decision making authority
3.39	Support and/or Placement for Elders in Need		Suggested as part of procedure Decision making authority
3.40	Assessment/Investigations of Vulnerable Adults (physical/mental/developmental challenges)		Suggested as part of procedure Decision making authority
3.41	Support and/or Placement for Vulnerable Adults		Suggested as part of procedure Decision making authority
3.42	Child without Parent(s) - Death of Parent(s)		Suggested as part of procedure
3.43	Death of a Child		Suggested as part of procedure
3.44	Right of a Child	Section 37, <i>Family Act</i>	
4.1	Dispute Resolution Framework	<i>Family Council Terms of Reference;</i> Section 76, <i>Family Act;</i> <i>C/TFN Self-Government Agreement;</i>	

		Yukon Dispute Resolution Board's <i>Resolving Conflict: Finding the Way Together Alternative Dispute Resolution and Chapter 26 of the UFA</i>	
4.2	Dispute Resolution Process Management	<i>Family Council Terms of Reference; Section 76, Family Act; C/TFN Self-Government Agreement;</i>	

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Policies and Procedures related to: Executive Council

To be used as a companion to *Book Two: C/TFN Family Act Policies and Procedures Manual*

Policy Number	Policy Title	Family Act Ref	Notes
1.1	Appointment Process for Family Council	Section 28, Family Act; Family Council Regulation (2023); Family Council Terms of Reference	
1.2	Family Council's Role in the Appointment of Family Council Members	Family Council Regulation (2023); Family Council Terms of Reference	
1.4	Family Council Orientation and Training	Section 28, Family Act; Training Framework for Family Council Members; Family Council Regulation (2023); Family Council Terms of Reference	Decision making authority
1.7	Establishment of Family Council Code of Ethics	Section 28, Family Act; Family Council Regulation; Training Framework for Family Council Members; C/TFN Council/Board/Committee/Team Representatives Code of Ethics (2012)	
1.8	Development of Legislation and Amendments	Section 83, Family Act	
1.9	Development of Regulations and Amendments	Family Council Regulation (2023); C/TFN Regulations	Decision making authority
1.11	Relationship Protocols with C/TFN Councils and Bodies	Relationship Agreement	Decision making authority
1.12	Establish/Maintain Relationships with Canada, Yukon and Other Public Governments, agencies, and authorities	C/TFN Constitution; C/TFN Self Government Agreement; Section 82, Family Act	Decision making authority
1.13	Establish/Maintain Relationships with First Nation Governments	C/TFN Constitution; C/TFN Self Government Agreement; Section 29, 42, 82, Family Act	Decision making authority
1.14	Establish/Maintain Relationships with local government	C/TFN Constitution; C/TFN Self Government Agreement; Section 29, 42, 82, Family Act	Decision making authority
1.15	Establishment of Visions and Strategic Plan for Child, Individual, and Family Well-Being	Section 37, 46, Family Act	Decision making authority
1.17	Establishment and Revisioning of Human Resources Policy for Child, Individual, and Family Well-Being	C/TFN Human Resources Policy	Decision making authority

1.18	Planning for and Approval of Facilities for Child, Individual, and Family Well-Being	Section 84, <i>Family Act</i>	Decision making authority
2.1	Hiring/Appointment of Director	Section 32, <i>Family Act</i> ; <i>C/TFN HR Policy</i>	Decision making authority
2.2	Supervision/Oversight of Director	Section 35, <i>Family Act</i>	Decision making authority
2.3	Relationship between Director and Family Council	Section 29, 33, <i>Family Act</i>	Decision making authority
2.5	Hiring/Appointment of “Community Child Advocate” and Other Advocates	Section 24, 29, <i>Family Act</i>	Decision making authority
2.6	Supervision/Oversight of “Community Child Advocate” (and Other Advocates)	Section 37, <i>Family Act</i>	Decision making authority
2.8	Development and Approval of Family Council Budget	Section 31, <i>Family Act</i>	Decision making authority
2.9	Influencing and informing the Family Council Budget Across C/TFN Departments in Promotion of the Family Act	Section 29, <i>Family Act</i>	Decision making authority
2.10	Development and Approval Spending Levels/Authorities	Financial Administration Acts	Decision making authority
2.11	Development of Protocols (Relationship Agreements) with other Governments and Agencies	Section 82, <i>Family Act</i>	Decision making authority
2.12	Maintenance of Facilities	Section 84, <i>Family Act</i> ; <i>C/TFN Housing Policy</i>	Decision making authority
2.16	Contract Management	Existing C/TFN policies	Decision making authority
2.18	Capacity Building for C/TFN Citizens	Section 33, <i>Family Act</i>	Decision making authority

Book Two: C/TFN Family Act

Policies and Procedures related to: Elders Council

To be used as a companion to *Book Two: C/TFN Family Act Policies and Procedures Manual*

Policy Number	Policy Title	Family Act Ref	Notes
1.1	Appointment Process for Family Council	Section 29, <i>Family Act</i> ; <i>Family Council Regulation</i> ; <i>Family Council Terms of Reference</i>	Decision making authority
1.2	Family Council's Role in the Appointment of Family Council Members	Section 29, <i>Family Act</i> ; <i>Family Council Regulation</i> ; <i>Family Council Terms of Reference</i>	Decision making authority
2.6	Supervision/Oversight of "Community Child Advocate" (and Other Advocates)	Section 37, <i>Family Act</i>	Advocates will seek advice of Elders Council
3.0	Kinship - Cultural Framework	Part 6, <i>Family Act</i>	Highlights the importance of Elders in Cultural Practice Framework for Part 6
3.38	Assessment/Investigations of Elder Abuse		Suggested as part of procedure Decision making authority
3.39	Support and/or Placement for Elders in Need		Suggested as part of procedure Decision making authority
3.40	Assessment/Investigations of Vulnerable Adults (physical/mental/developmental challenges)		Suggested as part of procedure Decision making authority

3.41	Support and/or Placement for Vulnerable Adults		Suggested as part of procedure Decision making authority
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Book Two: C/TFN Family Act

Policies and Procedures related to: General Council

To be used as a companion to *Book Two: C/TFN Family Act Policies and Procedures Manual*

Policy Number	Policy Title	Family Act Ref	Notes
1.3	Family Council Terms of Reference		Suggested as part of procedure Decision making authority
1.8	Development of Legislation and Amendments	Section 83, <i>Family Act</i>	
1.12	Establish/Maintain Relationships with Canada, Yukon and Other Public Governments, agencies, and authorities	Section 82, <i>Family Act</i>	
1.13	Establish/Maintain Relationships with First Nation Governments	Section 82, <i>Family Act</i>	
1.14	Establish/Maintain Relationships with local government	Section 82, <i>Family Act</i>	
1.15	Establishment of Visions and Strategic Plan for Child, Individual, and Family Well-Being		Suggested as part of procedure
2.2	Supervision/Oversight of Director	Multiple references	
2.6	Supervision/Oversight of “Community Child Advocate” (and Other Advocates)	Section 37, <i>Family Act</i>	
2.9	Influencing and informing the Family Council Budget Across C/TFN Departments in Promotion of the Family Act	Section 29, <i>Family Act</i>	

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Policies and Procedures related to: Youth Council

To be used as a companion to *Book Two: C/TFN Family Act Policies and Procedures Manual*

Policy Number	Policy Title	Family Act Ref	Notes
1.1	Appointment Process for Family Council	Section 29, <i>Family Act</i> ; <i>Family Council Regulation</i> ; <i>Family Council Terms of Reference</i>	Decision making authority
1.2	Family Council's Role in the Appointment of Family Council Members	Section 29, <i>Family Act</i> ; <i>Family Council Regulation</i> ; <i>Family Council Terms of Reference</i>	Decision making authority

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Policies and Procedures related to: Clans

To be used as a companion to *Book Two: C/TFN Family Act Policies and Procedures Manual*

Policy Number	Policy Title	Family Act Ref	Notes
1.1	Appointment Process for Family Council	Section 28, <i>Family Act</i> ; <i>Family Council Regulation (2023)</i> ; <i>Family Council Terms of Reference</i>	Decision making authority
1.2	Family Council's Role in the Appointment of Family Council Members	<i>Family Council Regulation (2023)</i> ; <i>Family Council Terms of Reference</i>	Decision making authority
1.3	Family Council Terms of Reference	<i>Family Council Terms of Reference</i> ; Section 29, <i>Family Act</i> ; <i>Family Council Regulation (2023)</i>	
1.6	Managing Meetings of Family Council	Section 29, <i>Family Act</i> ; <i>Family Council Terms of Reference</i>	Decision making authority
1.7	Establishment of Family Council Code of Ethics	Section 28, <i>Family Act</i> ; <i>Family Council Regulation</i> ; <i>Training Framework for Family Council Members</i> ; <i>C/TFN Council/Board/Committee/Team Representatives Code of Ethics (2012)</i>	
1.8	Development of Legislation and Amendments	Section 83, <i>Family Act</i>	
1.9	Development of Regulations and Amendments	<i>Family Council Regulation (2023)</i> ; <i>C/TFN Regulations</i>	Decision making authority

1.13	Establish/Maintain Relationships with First Nation Governments	<i>C/TFN Constitution; C/TFN Self Government Agreement; Section 29, 42, 82, Family Act</i>	
1.16	Establishment and Revisioning of Service Delivery Model for Child, Individual, and Family Well-Being		Decision making authority
1.17	Establishment and Revisioning of Human Resources Policy for Child, Individual, and Family Well-Being	HR Policy	Decision making authority
2.1	Hiring/Appointment of Director	Section 32, <i>Family Act</i> ; <i>C/TFN HR Policy</i>	
2.2	Supervision/Oversight of Director	Section 35, <i>Family Act</i>	
2.3	Relationship between Director and Family Council	Section 29, 33, <i>Family Act</i>	
2.6	Supervision/Oversight of “Community Child Advocate” (and Other Advocates)	Section 37, <i>Family Act</i>	
2.7	Role of Family Council in the hiring of staff implementing Family Act	Section 29, <i>Family Act</i> ; <i>Family Council Regulation (2023)</i> ; HR Policy	
2.8	Development and Approval of Family Council Budget	Section 31, <i>Family Act</i>	
2.11	Development of Protocols (Relationship Agreements) with other Governments and Agencies	Section 82, <i>Family Act</i>	Decision making authority
2.16	Contract Management	Existing C/TFN policies	
2.18	Capacity Building for C/TFN Citizens	Section 33, <i>Family Act</i>	Decision making authority
3.1	Receiving request for support/service by Family Council	Section 44, <i>Family Act</i>	
3.2	Responding to request for support/service from Family Council	<i>Family Council Terms of Reference</i> ; Section 43, <i>Family Act</i>	
3.3	Appointment and Responsibilities of a Family Panel	<i>Family Council Terms of Reference</i> ; Section 45, <i>Family Act</i>	
3.6	Convening and Conducting a Family Circle	Section 38,46, <i>Family Act</i>	
3.7	Developing a Family Plan	Section 47, <i>Family Act</i>	
3.9	Receiving of report of child safety by Family Council	Section 43, <i>Family Act</i>	
3.11	Development and Delivery Promotional Programs (Community wide, Cultural, Land Based)	Section 29, <i>Family Act</i>	

3.12	Receiving of request for support/service by Director	Section 44, <i>Family Act</i>	
3.14	Developing response to child safety report to Director	Section 57, <i>Family Act</i>	
3.18	Responding to reports of child abuse/neglect (Investigations)	Section 58, <i>Family Act</i>	
3.19	Creating an Initial Plan	N/A	Recommended
3.20	Removal of Children for Safety Concerns	Section 59, 60, <i>Family Act</i>	
3.26	Temporary Care Order and Extensions	Section 67, 68, 69, <i>Family Act</i>	
3.27	Continuing Care Order	Section 70, <i>Family Act</i>	
3.30	Priority of Placement	Section 72, <i>Family Act</i>	
3.31	Approval of Homes to Care for Children who cannot remain with Parents/Guardians	N/A	Recommended
3.34	Approval of Plans to address Missing Child/Youth	N/A	Recommended
3.38	Assessment/Investigations of Elder Abuse		Suggested as part of procedure Decision making authority
3.39	Support and/or Placement for Elders in Need		Suggested as part of procedure Decision making authority
3.40	Assessment/Investigations of Vulnerable Adults (physical/mental/developmental challenges)		Suggested as part of procedure Decision making authority
3.41	Support and/or Placement for Vulnerable Adults		Suggested as part of procedure Decision making authority
4.1	Dispute Resolution Framework	<i>Family Council Terms of Reference;</i> Section 76, <i>Family Act;</i> Yukon Dispute Resolution Board's <i>Resolving Conflict: Finding the Way Together Alternative Dispute Resolution and Chapter 26 of the UFA</i>	Decision making authority

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Policies and Procedures related to: [Child/Youth](#)

To be used as a companion to *Book Two: C/TFN Family Act Policies and Procedures Manual*

Policy Number	Policy Title	Family Act Ref	Notes
3.7	Developing a Family Plan	Section 47, <i>Family Act</i>	Decision making authority
3.8	Reviewing a Family Plan	Section 48, <i>Family Act</i>	Decision making authority
3.9	Receiving of report of child safety by Family Council	Section 43, <i>Family Act</i>	Decision making authority
3.10	Provision of Voluntary Support Services Agreements with Families (Supports for Families)	Section 47, <i>Family Act</i>	Decision making authority
3.32	Development of Plans of Care for Children Required to be placed outside of Family		Suggested as part of procedure Decision making authority

Note: As the whole Family Act relates to child protection only the policies relating to the role of the Child or the Youth where they have decision making authority are included. It is the responsibility of others in the process to ensure that young people are kept informed of the process and their rights in a way that is understandable for them as individuals.

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Policies and Procedures related to: C/TFN Citizens and Community

To be used as a companion to *Book Two: C/TFN Family Act Policies and Procedures Manual*

Policy Number	Policy Title	Family Act Ref	Notes
1.7	Establishment of Family Council Code of Ethics	<i>Family Council Regulation Training Framework for Family Council Members C/TFN Council/Board/Committee/Team Representatives Code of Ethics (2012)</i>	
1.15	Establishment of Visions and Strategic Plan for Child, Individual, and Family Well-Being		Suggested as part of procedure
1.18	Planning for and Approval of Facilities for Child, Individual, and Family Well-Being	<i>Family Act</i>	Decision making authority
2.1	Hiring/Appointment of Director	Section 32, <i>Family Act</i>	
2.3	Relationship between Director and Family Council	Section 29, 30, 33, 35, <i>Family Act</i>	
2.9	Influencing and informing the Family Council Budget Across C/TFN Departments in Promotion of the Family Act	Section 29, <i>Family Act</i>	
2.11	Development of Protocols (Relationship Agreements) with other Governments and Agencies	Section 82, <i>Family Act</i>	Decision making authority
2.12	Maintenance of Facilities	C/TFN Housing Policy	Suggested as part of procedure Decision making authority
2.18	Capacity Building for C/TFN Citizens		Suggested as part of procedure Decision making authority

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Policies and Procedures related to: Independent Family Support Worker

To be used as a companion to *Book Two: C/TFN Family Act Policies and Procedures Manual*

Policy Number	Policy Title	Family Act Ref	Notes
2.2	Supervision/Oversight of Director	Multiple references	
2.7	Role of Family Council in the hiring of staff implementing Family Act	Section 25, 29, <i>Family Act</i>	
3.1	Receiving request for support/service by Family Council	Section 5.6 to 6.6, <i>Family Council Terms of Reference</i> ; Section 43, <i>Family Act</i>	Key policy for this role Decision making authority
3.2	Responding to request for support/service from Family Council	Section 44, <i>Family Act</i>	Decision making authority
3.3	Appointment and Responsibilities of a Family Panel	<i>Family Council Terms of Reference</i>	Decision making authority
3.4	Referral to Child Advocate by Family Council	Section 29, 37, <i>Family Act</i>	Decision making authority
3.5	Selection of Peacekeeper	Section, 29, 45, <i>Family Act</i> ; Section 5.9, <i>Family Council Terms of Reference</i>	Decision making authority
3.6	Convening and Conducting a Family Circle	Section, 38, 46, <i>Family Act</i> ; Section 5.9, <i>Family Council Terms of Reference</i>	Decision making authority
3.7	Developing a Family Plan	Section 47, <i>Family Act</i>	Decision making authority
3.8	Reviewing a Family Plan	Section 48, <i>Family Act</i>	Key policy for this role Decision making authority
3.9	Receiving of report of child safety by Family Council	Section 43, <i>Family Act</i>	Decision making authority
3.10	Provision of Voluntary Support Services Agreements with Families (Supports for Families)	Section 47, <i>Family Act</i>	Key policy for this role Decision making authority

3.11	Development and Delivery Promotional Programs (Community wide, Cultural, Land Based)	Section 29, <i>Family Act</i>	Decision making authority
3.12	Receiving of request for support/service by Director	Section 44, <i>Family Act</i>	
3.15	Referral to Family Council	Section 50, <i>Family Act</i>	
3.20	Removal of Children for Safety Concerns	Section 59, 60, <i>Family Act</i>	
3.38	Assessment/Investigations of Elder Abuse		Suggested as part of procedure Decision making authority
3.39	Support and/or Placement for Elders in Need		Suggested as part of procedure Decision making authority
3.40	Assessment/Investigations of Vulnerable Adults (physical/mental/developmental challenges)		Suggested as part of procedure Decision making authority
3.41	Support and/or Placement for Vulnerable Adults		Suggested as part of procedure Decision making authority
4.1	Dispute Resolution Framework	<i>Family Council Terms of Reference; Section 76, Family Act; C/TFN Self-Government Agreement; Yukon Dispute Resolution Board's Resolving Conflict: Finding the Way Together Alternative Dispute Resolution and Chapter 26 of the UFA</i>	

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Policies and Procedures related to: Peacekeeper

To be used as a companion to *Book Two: C/TFN Family Act Policies and Procedures Manual*

Policy Number	Policy Title	Notes
1.5	Roles and responsibilities of FC Chair	
2.2	Supervision/Oversight of Director	
3.3	Appointment and Responsibilities of a Family Panel	
3.5	Selection of Peacekeeper	
3.6	Convening and Conducting a Family Circle	Key Policy for this role
3.7	Developing a Family Plan	Key Policy for this role
3.8	Reviewing a Family Plan	Details decision making role
3.9	Receiving of report of child safety by Family Council	Details decision making role
3.10	Provision of Voluntary Support Services Agreements with Families (Supports for Families)	Details role in meeting with parents
3.18	Responding to reports of child abuse/neglect (Investigations)	
4	Dispute Resolution	
4.1	Dispute Resolution Framework	

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Policies and Procedures related to: Social Worker

To be used as a companion to *Book Two: C/TFN Family Act Policies and Procedures Manual*

Policy Number	Policy Title	Family Act Ref	Notes
3.8	Reviewing a Family Plan	Section 48, <i>Family Act</i>	
3.9	Receiving of report of child safety by Family Council	Section 43, <i>Family Act</i>	
3.12	Receiving of request for support/service by Director	Section 44, <i>Family Act</i>	Decision making authority
3.13	Receiving of report of child safety by Director	Section 56, 57, <i>Family Act</i>	Decision making authority
3.14	Developing response to child safety report to Director	Section 57, <i>Family Act</i>	Decision making authority
3.15	Referral to Family Council	Section 50, <i>Family Act</i>	Decision making authority
3.16	Referral to Child Advocate by Director	Part 7, <i>Family Act</i>	Decision making authority
3.17	Entering into Voluntary Agreements for Placement of Children	Section 63, <i>Family Act</i>	Decision making authority
3.18	Responding to reports of child abuse/neglect (Investigations)	Section 58, <i>Family Act</i>	Decision making authority
3.19	Creating an Initial Plan		Suggested as part of procedure Decision making authority
3.20	Removal of Children for Safety Concerns	Section 59, 60, <i>Family Act</i>	Decision making authority
3.21	Unattended Child	Section 61, <i>Family Act</i>	Decision making authority
3.22	Lost or Run Away Child	Section 62, <i>Family Act</i>	Decision making authority
3.23	No Contact Order	Section 64, <i>Family Act</i>	Decision making authority
3.24	Essential Health Care Order	Section 65, <i>Family Act</i>	Decision making authority
3.25	Supervision Order	Section 66, <i>Family Act</i>	Decision making authority
3.26	Temporary Care Order and Extensions	Section 67, <i>Family Act</i>	Decision making authority
3.27	Continuing Care Order	Section 70, <i>Family Act</i>	Decision making authority
3.28	Cancelling Temporary or Continuing Care Order	Section 71, <i>Family Act</i>	Decision making authority

3.29	Transition to Adulthood	Section 73, <i>Family Act</i>	Decision making authority
3.30	Priority of Placement	Section 72, <i>Family Act</i>	Decision making authority
3.31	Approval of Homes to Care for Children who cannot remain with Parents/Guardians		Suggested as part of procedure Decision making authority
3.32	Development of Plans of Care for Children Required to be placed outside of Family		Suggested as part of procedure Decision making authority
3.33	Provision of Medical Care to Children Placed outside of parent/guardian		Suggested as part of procedure Decision making authority
3.34	Approval of Plans to address Missing Child/Youth		Suggested as part of procedure Decision making authority
3.35	Approval of Plans to address Critical Injury/Death of Child/Youth		Suggested as part of procedure Decision making authority
3.36	Investigating Allegations of Abuse by Caregiver of child placed outside of parent/guardian		Suggested as part of procedure Decision making authority
3.37	Advocacy for Families and Children living away from C/TFN served by other governments (i.e. Yukon)		Suggested as part of procedure Decision making authority
3.42	Child without Parent(s) - Death of Parent(s)		Suggested as part of procedure Decision making authority

3.43	Death of a Child		Suggested as part of procedure Decision making authority
3.44	Right of a Child	Section 37, <i>Family Act</i>	Decision making authority

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Policies and Procedures related to: Family Circle

To be used as a companion to *Book Two: C/TFN Family Act Policies and Procedures Manual*

Policy Number	Policy Title	Family Act Ref	Notes
3.2	Responding to request for support/service from Family Council	Section 44, <i>Family Act</i>	
3.3	Appointment and Responsibilities of a Family Panel	<i>Family Council Terms of Reference</i>	
3.5	Selection of Peacekeeper	Section, 29, 45, <i>Family Act</i> ; Section 5.9, <i>Family Council Terms of Reference</i>	
3.6	Convening and Conducting a Family Circle	Section, 38, 46, <i>Family Act</i> ; Section 5.9, <i>Family Council Terms of Reference</i>	
3.7	Developing a Family Plan	Section 47, <i>Family Act</i>	
3.8	Reviewing a Family Plan	Section 48, <i>Family Act</i>	
3.17	Entering into Voluntary Agreements for Placement of Children	Section 63, <i>Family Act</i>	
3.18	Responding to reports of child abuse/neglect (Investigations)	Section 58, <i>Family Act</i>	
3.19	Creating an Initial Plan		Suggested as part of procedure
3.26	Temporary Care Order and Extensions	Section 67, <i>Family Act</i>	
3.28	Cancelling Temporary or Continuing Care Order	Section 71, <i>Family Act</i>	
3.29	Transition to Adulthood	Section 73, <i>Family Act</i>	
3.30	Priority of Placement	Section 72, <i>Family Act</i>	
3.32	Development of Plans of Care for Children Required to be placed outside of Family		Suggested as part of procedure
3.33	Provision of Medical Care to Children Placed outside of parent/guardian		Suggested as part of procedure
3.36	Investigating Allegations of Abuse by Caregiver of child placed outside of parent/guardian		Suggested as part of procedure

3.42	Child without Parent(s) - Death of Parent(s)		Suggested as part of procedure
3.44	Right of a Child	Section 37, Family Act	
4.1	Dispute Resolution Framework	Family Council Terms of Reference; Section 76, Family Act; C/TFN Self-Government Agreement; Yukon Dispute Resolution Board's <i>Resolving Conflict: Finding the Way Together Alternative Dispute Resolution and Chapter 26 of the UFA</i>	
4.2	Dispute Resolution Process Management	Family Council Terms of Reference; Section 76, Family Act; C/TFN Self-Government Agreement;	

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Policies and Procedures related to: Family Panel

To be used as a companion to *Book Two: C/TFN Family Act Policies and Procedures Manual*

Policy Number	Policy Title	Family Act Ref	Notes
3.2	Responding to request for support/service from Family Council	Section 44, <i>Family Act</i>	
3.3	Appointment and Responsibilities of a Family Panel	<i>Family Council Terms of Reference</i>	
3.5	Selection of Peacekeeper	Section, 29, 45, <i>Family Act</i> ; Section 5.9, <i>Family Council Terms of Reference</i>	
3.6	Convening and Conducting a Family Circle	Section, 38, 46, <i>Family Act</i> ; Section 5.9, <i>Family Council Terms of Reference</i>	
3.7	Developing a Family Plan	Section 47, <i>Family Act</i>	
3.8	Reviewing a Family Plan	Section 48, <i>Family Act</i>	
3.10	Provision of Voluntary Support Services Agreements with Families (Supports for Families)	Section 47, <i>Family Act</i>	

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Policies and Procedures related to: Community Child Advocate

To be used as a companion to *Book Two: C/TFN Family Act Policies and Procedures Manual*

Policy Number	Policy Title	Family Act Ref	Notes
2.5	Hiring/Appointment of “Community Child Advocate” and Other Advocates	Section 37, <i>Family Act</i>	
2.6	Supervision/Oversight of “Community Child Advocate” (and Other Advocates)	Section 37, <i>Family Act</i>	
3.2	Responding to request for support/service from Family Council	Section 44, <i>Family Act</i>	
3.4	Referral to Child Advocate by Family Council	Section 29, 37, <i>Family Act</i>	
3.6	Convening and Conducting a Family Circle	Section, 38, 46, <i>Family Act</i> ; Section 5.9, <i>Family Council Terms of Reference</i>	
3.7	Developing a Family Plan	Section 47, <i>Family Act</i>	Decision making authority
3.8	Reviewing a Family Plan	Section 48, <i>Family Act</i>	Decision making authority
3.9	Receiving of report of child safety by Family Council	Section 43, <i>Family Act</i>	
3.10	Provision of Voluntary Support Services Agreements with Families (Supports for Families)	Section 47, <i>Family Act</i>	Decision making authority
3.12	Receiving of request for support/service by Director	Section 44, <i>Family Act</i>	
3.16	Referral to Child Advocate by Director	Part 7, <i>Family Act</i>	Key policy for the role
3.18	Responding to reports of child abuse/neglect (Investigations)	Section 58, <i>Family Act</i>	
3.20	Removal of Children for Safety Concerns	Section 59, 60, <i>Family Act</i>	
3.23	No Contact Order	Section 64, <i>Family Act</i>	
3.24	Essential Health Care Order	Section 65, <i>Family Act</i>	
3.25	Supervision Order	Section 66, <i>Family Act</i>	
3.26	Temporary Care Order and Extensions	Section 67, <i>Family Act</i>	
3.27	Continuing Care Order	Section 70, <i>Family Act</i>	
3.28	Cancelling Temporary or Continuing Care Order	Section 71, <i>Family Act</i>	

3.29	Transition to Adulthood	Section 73, <i>Family Act</i>	
3.34	Approval of Plans to address Missing Child/Youth		Suggested as part of procedure Decision making authority
3.35	Approval of Plans to address Critical Injury/Death of Child/Youth		Suggested as part of procedure Decision making authority
3.36	Investigating Allegations of Abuse by Caregiver of child placed outside of parent/guardian		Suggested as part of procedure
3.42	Child without Parent(s) - Death of Parent(s)		Suggested as part of procedure Decision making authority
3.43	Death of a Child		Suggested as part of procedure
3.44	Right of a Child	Section 37, <i>Family Act</i>	Decision making authority
4.2	Dispute Resolution Process Management	<i>Family Council Terms of Reference;</i> Section 76, <i>Family Act;</i> <i>C/TFN Self-Government Agreement;</i>	

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Policies and Procedures related to: C/TFN Department Heads

To be used as a companion to *Book Two: C/TFN Family Act Policies and Procedures Manual*

Policy Number	Policy Title	Family Act Ref	Notes
1.10	Approval of Operational and Practice Policies	Family Act - Operational and Practice Policies (Parts 5-7)	Decision making authority
1.11	Relationship Protocols with C/TFN Councils and Bodies		Suggested as part of procedure
1.15	Establishment of Visions and Strategic Plan for Child, Individual, and Family Well-Being		Suggested as part of procedure
2.5	Hiring/Appointment of “Community Child Advocate” and Other Advocates	Section 37, <i>Family Act</i>	
2.6	Supervision/Oversight of “Community Child Advocate” (and Other Advocates)	Section 37, <i>Family Act</i>	Decision making authority
2.7	Role of Family Council in the hiring of staff implementing Family Act	Section 25, 29, <i>Family Act</i>	Decision making authority
2.8	Development and Approval of Family Council Budget	Section 31, <i>Family Act</i>	Decision making authority
2.9	Influencing and informing the Family Council Budget Across C/TFN Departments in Promotion of the Family Act	Section 29, <i>Family Act</i>	Decision making authority
2.10	Development and Approval Spending Levels/Authorities		Suggested as part of procedure Decision making authority
2.11	Development of Protocols (Relationship Agreements) with other Governments and Agencies	Section 82, <i>Family Act</i>	
2.12	Maintenance of Facilities	C/TFN Housing policy	Suggested as part of procedure Housing and Capital Departments Decision making authority

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Policies and Procedures related to: C/TFN Staff

To be used as a companion to *Book Two: C/TFN Family Act Policies and Procedures Manual*

Policy Number	Policy Title	Family Act Ref	Notes
1.6	Managing Meetings of Family Council	Family Council Terms of Reference	
1.10	Approval of Operational and Practice Policies	Family Act - Operational and Practice Policies (Parts 5-7)	Decision making authority
1.11	Relationship Protocols with C/TFN Councils and Bodies		Suggested as part of procedure
1.12	Establish/Maintain Relationships with Canada, Yukon and Other Public Governments, agencies, and authorities	Section 82, <i>Family Act</i>	
1.17	Establishment and Revisioning of Human Resources Policy for Child, Individual, and Family Well-Being	Human Resources Policy	
2.2	Supervision/Oversight of Director	Multiple references	
2.7	Role of Family Council in the hiring of staff implementing Family Act	Section 25, 29, <i>Family Act</i>	
2.14	Establishment and Implementation of a Supervision Model (Clinical Case Supervision)		Suggested as part of procedure
2.15	Establishment and Implementation of Policies to Guide Practice of Family Council Staff	Human Resources Policy	
3.0	Kinship- Cultural Framework		Guiding statements for service delivery
3.34	Approval of Plans to address Missing Child/Youth		Suggested as part of procedure

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Policies and Procedures related to: Executive Director

To be used as a companion to *Book Two: C/TFN Family Act Policies and Procedures Manual*

Policy Number	Policy Title	Family Act Ref	Notes
2.1	Hiring/Appointment of Director of Health and Wellness	C/TFN HR Policy; Section 32, <i>Family Act</i>	Suggested as part of procedure
2.2	Supervision/Oversight of Director		Suggested as part of procedure
2.3	Relationship between Director and Family Council	Section 33.1, <i>Family Act</i>	
2.6	Supervision/Oversight of “Community Child Advocate” (and Other Advocates)	Section 37.1, <i>Family Act</i>	
2.8	Development and Approval of Family Council Budget	Section 31, <i>Family Act</i>	
2.9	Influencing and informing the Family Council Budget Across C/TFN Departments in Promotion of the Family Act	Section 29, <i>Family Act</i>	
2.10	Development and Approval Spending Levels/Authorities		Suggested as part of procedure Decision making authority
2.17	Files/Records Management		Suggested as part of procedure Decision making authority
2.18	Capacity Building for C/TFN Citizens		Suggested as part of procedure

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Policies and Procedures related to: Family/Families

To be used as a companion to *Book Two: C/TFN Family Act Policies and Procedures Manual*

Policy Number	Policy Title	Family Act Ref	Notes
1.13	Establish/Maintain Relationships with First Nation Governments	Section 82, <i>Family Act</i>	Decision making authority
1.17	Establishment and Revisioning of Human Resources Policy for Child, Individual, and Family Well-Being	C/TFN Human Resources Policy	Decision making authority
2.2	Supervision/Oversight of Director	Multiple references	
2.11	Development of Protocols (Relationship Agreements) with other Governments and Agencies	Section 82, <i>Family Act</i>	Decision making authority
2.13	Establishment of a Case Management Information System (Client Electronic Record System)		Suggested as part of procedure
2.17	Files/Records Management		Suggested as part of procedure
3.1	Receiving request for support/service by Family Council	Section 5.6 to 6.6, <i>Family Council Terms of Reference</i> ; Section 43, <i>Family Act</i>	Decision making authority
3.2	Responding to request for support/service from Family Council	Section 44, <i>Family Act</i>	Families should understand the process
3.3	Appointment and Responsibilities of a Family Panel	Family Council Terms of Reference	Families should understand the process
3.6	Convening and Conducting a Family Circle	Section, 38, 46, <i>Family Act</i> ; Section 5.9, <i>Family Council Terms of Reference</i>	
3.7	Developing a Family Plan	Section 47, <i>Family Act</i>	Decision making authority
3.8	Reviewing a Family Plan	Section 48, <i>Family Act</i>	Decision making authority
3.9	Receiving of report of child safety by Family Council	Section 43, <i>Family Act</i>	Decision making authority
3.10	Provision of Voluntary Support Services Agreements with Families (Supports for Families)	Section 47, <i>Family Act</i>	Decision making authority
3.12	Receiving of request for support/service by Director	Section 44, <i>Family Act</i>	

3.13	Receiving of report of child safety by Director	Section 56, 57, <i>Family Act</i>	
3.14	Developing response to child safety report to Director	Section 57, <i>Family Act</i>	
3.17	Entering into Voluntary Agreements for Placement of Children	Section 63, <i>Family Act</i>	
3.18	Responding to reports of child abuse/neglect (Investigations)	Section 58, <i>Family Act</i>	
3.19	Creating an Initial Plan		Suggested as part of procedure
3.20	Removal of Children for Safety Concerns	Section 59, 60, <i>Family Act</i>	
3.25	Supervision Order	Section 66, <i>Family Act</i>	
3.26	Temporary Care Order and Extensions	Section 67, <i>Family Act</i>	
3.27	Continuing Care Order	Section 70, <i>Family Act</i>	
3.28	Cancelling Temporary or Continuing Care Order	Section 71, <i>Family Act</i>	
3.29	Transition to Adulthood	Section 73, <i>Family Act</i>	
3.30	Priority of Placement	Section 72, <i>Family Act</i>	
3.31	Approval of Homes to Care for Children who cannot remain with Parents/Guardians		Suggested as part of procedure
3.32	Development of Plans of Care for Children Required to be placed outside of Family		Suggested as part of procedure Decision making authority
3.33	Provision of Medical Care to Children Placed outside of parent/guardian		Suggested as part of procedure Decision making authority
3.35	Approval of Plans to address Critical Injury/Death of Child/Youth		Suggested as part of procedure
3.37	Advocacy for Families and Children living away from C/TFN served by other governments (i.e. Yukon)		Suggested as part of procedure
3.38	Assessment/Investigations of Elder Abuse		Suggested as part of procedure Decision making authority
3.39	Support and/or Placement for Elders in Need		Suggested as part of procedure Decision making authority
3.40	Assessment/Investigations of Vulnerable Adults (physical/mental/developmental challenges)		Suggested as part of procedure

			Decision making authority
3.41	Support and/or Placement for Vulnerable Adults		Suggested as part of procedure Decision making authority
3.42	Child without Parent(s) - Death of Parent(s)		Suggested as part of procedure
3.43	Death of a Child		Suggested as part of procedure
3.44	Right of a Child	Section 37, <i>Family Act</i>	