**O-YA Board of Directors Meeting**

**Safety Policies and Procedures**

**Date:** Tuesday, October 6, 2015

**Time:** 7:00pm-8:00pm

**Attendees:** Jeff, Leah, Steve, Sam, Nicole

**Items:**

1. **Notifications Regarding Participant Incidences to BOD.**

* On Wednesday September 30, an After School Club Participant received a two day suspension for kicking another participant in the face.
* Nicole asked the BOD how they would like to be notified on instances where participants are injured/follow up of injury or incident.
* BOD will be notified at meetings, unless further support is needed.

1. **Incident with Justin Charron.**

* Justin is a casual visitor to O-YA , playing with the After School participants when it is outside free time.
* Since the beginning of the school year, Justin has had a sliding scale from minor to major issues and has been told to leave multiple times.
* On September 30th, he verbally threatened Colin Harrison, and then left the OYA property.
* The next day (Oct. 1), Justin was walking with the After School Club from OPS. Justin was disrespectful and disruptive. He then came to O-YA, and continued to be disrespectful so he was asked to leave.
* Justin refused to leave, and used foul language towards Youth Worker Carley Scharf.
* He then chased a group of younger participants around with sticks, verbally threatening them, and punched Colin Harrison in the stomach.
* The Youth Workers brought all the participants inside, while Nicole called the police.
* Justin left before Ottawa Police Services arrived.
* Nicole spoke to officers, and then Colin voluntarily spoke to them afterwards.

1. **Aftermath**

* Justin has been issued a No Trespassing Order for O-YA, and will no longer be allowed on property.
* For After School: If Justin appears on property, Youth Workers will bring kids inside, lock the doors, and stay at the front entrance and back exit. Either a Youth Worker or Nicole will notify police.
* During the walk from OPS to O-YA, it was suggested that older participants partner/mingle in with the younger children if Justin is present. The group will continue their walk to O-YA.
* For Drop In: Youth Workers will call police, however there will be no lockdown.
* For Chill Nights: Youth Workers will call police, there will be no lockdown.
* Board agreed that these policies were adequate and appropriate.