

Kansas City Ballet
Outcry Witness Protocol



STUDENT/CLIENT REPORTING OF ABUSE OR MISTREATMENT

Abuse (physical, mental, sexual) can come from anyone associated with the organization, including an employee, supplier, volunteer, or visitor. Reported mistreatment (misunderstandings between a client and an instructor, between a student/client and another client, etc.) will be subject to an internal investigation by Kansas City Ballet Management.

The role of the Outcry Witness:

1. As instructors/accompanists, we occupy a position of authority in the lives of our students/clients. Within that trust relationship, you may be the person to whom a student/client confides difficult knowledge. When a client confides in you in this way, they are placing you in the role of the “Outcry Witness” and this role bears certain ethical responsibilities. Any client who reports abuse of a physical or sexual nature to any representative of Kansas City Ballet will participate in the following process:

a. If an incident is reported by a child:

i. Be aware of the sensitive nature and who is in the area.

ii. Tell the child that he/she is has been heard and that appropriate action will be taken.

iii. Assure him/her that he/she did the right thing by reporting and that his/her safety is important.

iv. If the parent approaches you at that time, ask the child if they are comfortable repeating what he/she has just told you and then make the same assurances to the parent that you have just made to the child (skip this step if the person the child is accusing of inappropriate behavior is the parent).

v. Contact the Kansas City Ballet Executive Director or the School Director immediately to report the incident.

vi. Prepare a written report of the incident/conversation (see below) and submit to the School Director as soon as possible.

vii. As the Outcry Witness, be available and prepared immediately, or the next morning, to come to the Bolender Center and to contact the proper authorities to file a formal report.

viii. Kansas City Ballet Management will determine the next appropriate steps to allow the investigation to proceed.

b. If an incident is reported by an adult:

i. Tell him/her that the client has been heard and that appropriate action will be taken.

ii. Assure him/her that he/she did the right thing by reporting, and that the client's safety is important.

iii. Contact the Executive Director or the School Director to report the incident immediately.

iv. Prepare a written report of the incident (see below) and submit to the School Director.

v. Assure him/her that the person against whom the allegation has been made (if an employee or representative of Kansas City Ballet) will be removed from the setting and that a report will be filed with the appropriate authorities.

vi. As the Outcry Witness, be available and prepared immediately, or the next morning, to come to the Bolender Center and to contact the proper authorities to file a formal report.

vii. Kansas City Ballet Management will determine the next appropriate steps to will allow the investigation to proceed.

2. Kansas City Ballet's policy on incidents of this nature:

i. Any client needs to be heard and assured that appropriate action will be taken.

ii. Our policy is to report such allegations to the appropriate authorities.

iii. The alleged perpetrator will be placed on administrative leave (if an employee of Kansas City Ballet) and will be removed from contact with the students/clients/employees, etc, pending the outcome of the investigation.

iv. Kansas City Ballet will do everything possible to assist but not interfere with the quality of an investigation.

PLEASE DO NOT MAKE ANY INCIDENT A MATTER OF OPEN DISCUSSION.
ALL ACCIDENTS/INCIDENTS SHOULD BE KEPT CONFIDENTIAL.

A written report should include:

- The name of the child
- The name of the parent(s)
- The name of the alleged abuser
- Where the child can be located
- Whether or not the child is in a life-threatening situation
- Your relationship to the child
- How you know about the abuse/neglect
- Whether or not you witnessed the incident/abuse/neglect
- Other witnesses and how can they be contacted

Missouri Social Services

Department of Social Services – Jackson County <http://dss.mo.gov/cd/can.htm>

The Children’s Division Child Abuse and Neglect Hotline (CA/NHU) is a toll-free telephone line which is answered seven days a week, 24 hours a day, 365 days a year.

Hotline Numbers

- 1-800-392-3738
- 573-751-3448 (out-of-state)
- TDD: 1-800-669-8689

Midtown Office

4309 East 50th Terrace
Kansas City, MO 64130
Children’s Services
Phone:
(816) 929-7800
Children’s Services Fax:
(816) 929-7898

615 East 13th Street
Kansas City MO 64106
Phone: (816) 889-2000
Fax: (816) 889-2258
Children’s Services Phone:
(816) 889-2037

East Jackson Office
201 East Partridge Street
Independence MO 64055
Children’s Services
Phone:
(816) 325-6040
Children’s Services Fax:
(816) 325-6055

Kansas Department for Children and Families

In This Situation...	Call This Number
If you suspect a child is being abused or neglected...	Kansas Protection Report Center 1-800-922-5330
To report suspected abuse, neglect, or exploitation of an adult in the community...	Kansas Protection Report Center 1-800-922-5330
If you or someone you know is being forced to engage in any activity and cannot leave - whether it is commercial sex, housework, farm work or any other activity...	National Human Trafficking Resource Center 1-888-373-7888
For help with alcohol and drug abuse...	Alcohol and Drug Abuse Helpline 1-866-645-8216
If you or a loved one is experiencing a suicidal crisis or emotional distress...	National Suicide Prevention Lifeline 1-800-273-TALK (8255)