

# Estacada School District 108

Code: **JHFE-AR(2)(B)**  
Revised/Reviewed: 5/24/12; 8/08/12

## Abuse of a Child Reporting Form

The person initiating this referral must remember that notification of parent is the responsibility of DHS or Law Enforcement.

Report incident **immediately** by telephone to law enforcement agency **(503) 655-8211, Option 1**, or Clackamas Child Abuse Hotline (24-hour) at **(971) 673-7112 or (971) 673-7200**.

<b>Alleged Victim:</b>				
Interpreter Needed: <input type="checkbox"/> Yes <input type="checkbox"/> No    Disability: _____				
Student's Last Name	First	M.I.	Age	Date of Birth
<input type="checkbox"/> Male <input type="checkbox"/> Female				
School _____		Grade _____		
<b>Parent/Guardian:</b>				
Last Name		First	M.I.	
Address		City	Zip Code	Phone
<b>Nature and Extent of Alleged Abuse</b> (Be as detailed and factual as possible. Include what was said regarding where, when, people involved, people reporting and relationship to victim. Note type of abuse (e.g., physical, sexual, emotional, neglect) and indicators of the alleged abuse.)				
_____				
_____				
_____				
_____				
_____				
_____				
_____				
_____				
_____				
<b>Identify of alleged perpetrator (if known):</b> _____				
Person Reporting (Name): _____			Date: _____	
<b>(Notification of parent is the responsibility of DHS or Law Enforcement)</b>				

**Reported to:**  **DHS**  **Law Enforcement**

Date of initial call: \_\_\_\_\_ Time of report: \_\_\_\_\_  a.m.  p.m.

Name of DHS/Law enforcement staff taking report: \_\_\_\_\_

Administrative follow-up and summary comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Agency Removing Student:  
Office for Services to Children and Families DHS and/or Law Enforcement**

\_\_\_\_\_

Date

Time

Phone

\_\_\_\_\_

Name of Officer

Signature

Date

ESD Staff who made call: \_\_\_\_\_ Date: \_\_\_\_\_

ESD Staff completing this report: \_\_\_\_\_ Date: \_\_\_\_\_

**DO NOT FILE THIS IN STUDENT'S SCHOOL RECORDS**

**Copies: Principal or Supervisor; Superintendent; Special Services Director**