

Reporting of Suspected Child Abuse

Reporting

To facilitate the use of protective social services to prevent further abuse, safeguard and enhance the welfare of abused children, it is the policy of this district that all school employees shall promptly comply with the statutory requirements concerning the reporting of a suspected child abuse. In particular, all school employees having reasonable cause to believe that any child with whom the employee comes in contact in an official capacity has suffered abuse, or that any person with whom the employee comes in contact in an official capacity has abused a child, shall orally report or cause an oral report to be immediately made by telephone or otherwise to the local office of the Children's Services Division or to a law enforcement agency within the county where the person making the report is at the time of his/her contact.

If known, such report shall contain the names and addresses of the child, the child's parents or other persons responsible for the child's care, the child's age, the nature and extent of the suspected abuse, the explanation given for the suspected abuse, any other information which the person making the report believes might be helpful in establishing the possible cause of the suspected abuse and the identity of a possible perpetrator.

Definitions

1. Oregon law recognizes these types of abuse:
 - a. Physical;
 - b. Neglect;
 - c. Mental injury;
 - d. Threat of harm;
 - e. Sexual abuse and sexual exploitation.
2. Child means an unmarried person who is under 18 years of age.

Confidentiality of Records

Documents, reports and records compiled by school employees pursuant to the provisions of the Child Abuse Act are confidential and are not accessible for public inspection. However, the principal or his/her designee shall make such records available to any law enforcement agency or a child abuse registry in any other state for the purpose of subsequent investigation of child abuse, and to any physician, at the request of the physician, regarding any child brought to the physician or coming before the physician for examination, care or treatment.

Failure to Comply

Any school employee who fails to report a suspected child abuse as provided by this policy and the prescribed Oregon law commits a violation punishable by law. A school employee who fails to comply with the confidentiality of records requirements commits a violation punishable by the prescribed law. In addition, failure to comply shall constitute just cause for school district disciplinary action against the school employee who fails to report suspected child abuse or maintain confidentiality of records as required by this policy.

Cooperation with Investigator

The district staff shall make every effort in suspected child abuse cases to cooperate with police agencies as follows:

1. If the child is to be interviewed at the school, the principal or representative shall make a conference space available. The principal or representative of the school may, at the discretion of the investigator, be present to facilitate the interview. Law enforcement officers wishing to interview or remove a child from the premises shall present themselves at the office and contact the principal or his/her representative. The officer shall sign the child out on a form to be provided by the school;
2. When the subject matter of the interview or investigation is identified to be related to suspected child abuse, school employees shall not notify parents;
3. The principal or his/her representative shall advise the investigator of any conditions of disability, if any, prior to any interview with the affected child;
4. A school administrator or staff member is not authorized to reveal anything that transpires during an investigation in which the administrator or staff member participates, nor shall the information become part of the child's school records, except that the school administrator or staff member may testify at any subsequent trial resulting from the investigation and may be interviewed by the respective litigants prior to any such trial.

Immunity from Civil and Criminal Liability

Any school employee participating in good faith in the making of a report pursuant to this policy and Oregon law and who has reasonable grounds for the making thereof, shall have immunity from any liability, civil or criminal, that might otherwise be incurred or imposed with respect to the making or content of any such report.

Reporting of Suspected Child Abuse

Date Reported: _____

Time Reported: _____

Person Reporting: _____

Agency Contacted: Dept. of Human Service Child Welfare
1-800-854-3508 or 503-378-6704

Marion County Sheriff
1-800-606-4460 or 503-588-5032

Person contacted: _____

Name of Student: _____

Grade: _____

Age: _____

Siblings: _____

Grade: _____

Age: _____

Parents: _____

Phone _____

Address: _____

Type of abuse: Physical Abuse Neglect Mental Injury Sexual Abuse
 Threat of Harm Abandonment Child Selling

Summary the nature of the concern. List the most important details first, and be specific. Give a brief description of injury, conditions, and reasons for concern:

Signature of Person Reporting: _____

Signature of Building Administrator: _____