

# Oakland School District 1

Code: **KN/JHFE-AR(2)**  
Revised/Reviewed: 6/20/12; 4/10/13

## Abuse of a Child Investigations Conducted on District Premises

Any investigation of abuse of a child will be directed by the Oregon Department of Human Services or law enforcement officials as required by law. When an administrator is notified that the Department of Human Services or law enforcement would like to interview a student at school, the administrator must request that the investigating official provide the information below. Failure to meet the criteria may result in the administrator's refusal to allow the student interview on district property.

### DHS/Law Enforcement Interview Checklist<sup>1</sup>

Student Name \_\_\_\_\_ Date \_\_\_\_\_

Agency requesting interview:  DHS  Sheriff  Police  Other \_\_\_\_\_

Agency official's name who is requesting the interview: \_\_\_\_\_

Names of other agency officials present: \_\_\_\_\_

- Situation 1      If the agency official has  a warrant  parental consent or  says that the student's life is in immediate danger, contact the student and bring him/her to the agency official. If the student expresses a desire not to speak with the agency official, let the agency official decide how they wish to handle the situation.
  
- Situation 2      If the agency official does not have a warrant, parental consent or cannot state that the student's life is in immediate danger, contact the student and bring him/her to the agency official. If the student tells the agency official that he/she does not wish to talk with the official, allow the student to return to class unless the agency official decides to take the student into custody.

In either situation, do not participate in the interview and do not contact the student's parents or guardian until cleared by the agency official.

Following the interview, inform appropriate school personnel of the situation and implement appropriate counseling and support school-based programs for the student.

Inform the superintendent's office of what transpired as soon as possible.

\_\_\_\_\_  
School Official  
Printed Name: \_\_\_\_\_

**This form should be placed in a separate file and not in student's educational record file.**

<sup>1</sup>This checklist is not needed or appropriate for situations where is student is being interviewed as a suspect in a criminal investigation or is being interviewed by your school resource officer (SRO).