

# Silver Falls School District 4J

Code: **JHFE-AR(2)**  
Adopted: 8/96  
Readopted: 9/08/97; 10/05; 9/11; 5/14/18

## Silver Falls School District 4-J Child Abuse/Neglect Referral

Person initiating this referral must: Report incident IMMEDIATELY by telephone to law enforcement agency (LEA) or State Department of Human Services/Child Welfare (DHS) at: Marion County: 503-378-6704 or 1-800-854-3508, dial 6; Clackamas County: 971-673-7112 or 503-731-3400; Clackamas County Sheriff's Dept.: 503-655-8218.

**If the alleged perpetrator is a school district employee, following the call to DHS or law enforcement, immediately contact the SFSD Director of Personnel.**

ALLEGED VICTIM: Interpreter needed:  YES  NO Disability \_\_\_\_\_

\_\_\_\_\_  Male  Female  
Last name First name MI Age Date of Birth

School \_\_\_\_\_ Grade \_\_\_\_\_

PARENT/GUARDIAN: \_\_\_\_\_  
Last name First name MI

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_ Telephone \_\_\_\_\_

INFORMATION GATHERED: Be as detailed and factual as possible without soliciting further information. Include what was said regarding where, when, people involved, people reporting, and relationship to victim. Note type of abuse (physical, sexual, emotional, neglect) and indicators (use reverse side if necessary):

INFORMATION GATHERED BY: Name \_\_\_\_\_ Position \_\_\_\_\_  
Date \_\_\_\_\_ Time \_\_\_\_\_ a.m./p.m.

[Notification of parent is responsibility of DHS or law enforcement]

REPORTED TO: (indicate which agency)

**State Department of Human Services/Child Welfare (DHS) Involvement:**

Date \_\_\_\_\_ Time \_\_\_\_\_ am/pm Name of contact at DHS \_\_\_\_\_

**Law Enforcement Agency Involvement:**

Date \_\_\_\_\_ Time \_\_\_\_\_ am/pm

Officer's name \_\_\_\_\_

Child taken into protective custody:  Yes  No

\_\_\_\_\_  
Signature of Law Enforcement Agency/DHS Agent taking child

Person who made call \_\_\_\_\_ Date \_\_\_\_\_

Principal \_\_\_\_\_ Date \_\_\_\_\_

**DO NOT FILE IN CHILD'S SCHOOL RECORD**

Original kept by Person initiating referral  
Copies sent to: Superintendent and Principal