

## REPORTING CHILD ABUSE PROCEDURES

Each school will establish an abuse team comprised of the building principal or designee, school nurse and school counselor.

The principal and members of the abuse team shall assume the responsibility of receiving reports of suspected child abuse/neglect from school personnel, and filing reports with the Department of Children and Families when in their professional capacity they shall have reasonable cause to believe that such has occurred. Reports will be orally communicated immediately to the Department of Children and Families and a written report (51A) will be made within forty-eight (48) hours to the Department of Children and Families signed by the building principal. The name(s) of school personnel who were in receipt of information resulting in suspicion of abuse/neglect will be included in the written report to Department of Children and Families.

A confidential copy of the report will be forwarded to the Superintendent of Schools.

Adopted: June 17, 1996  
(Replaces JHG-R)

First reading: November 3, 2014  
2<sup>nd</sup>/final reading: November 17, 2014