

Title: Reporting of Suspected Child Abuse

Control Information

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Revision History

Revision	Date	Revision Description	Originator
A	7/17/14	Initial Release	Melissa Harris

Reporting of Suspected Child Abuse

1.1. Objective:

The objective of this policy is the following:

- 1.1.1. Define child abuse and neglect.
- 1.1.2. Outline appropriate staff response to suspected child abuse or neglect.
- 1.1.3. Explain staff training requirements for identification and reporting of suspected child abuse.

1.2. Child Abuse and Neglect Defined:

- 1.2.1. Child abuse is an intentional act on the part of a parent/guardian or caretaker that results in serious physical or emotional harm, sexual abuse, exploitation of a child or places a child in imminent risk of serious harm.
- 1.2.2. Child neglect is the failure of a parent/guardian or caretaker to provide adequate food, clothing, shelter, supervision or medical care.

1.3. Responding to Suspected Child Abuse

- 1.3.1. According to Oregon law, all school staff are mandatory reporters. Any MCCA employee who has reasonable cause to believe that a child with whom the employee has come in contact has suffered abuse or neglect, as defined by state law, will immediately notify the Oregon Department of Human Services or the local law enforcement agency. The employee will also immediately inform the Executive Director and School Counselor and/or Head Teacher.
- 1.3.2. The Executive Director will immediately inform the District Liaison of any incident regarding child abuse and/or neglect.
- 1.3.3. Abuse of a child by school employees or by other students will not be tolerated. All school employees are subject to this policy and the accompanying administrative

regulation. If a school employee is a suspected abuser, reporting requirements remain the same.

- 1.3.4. Any employee making a report in good faith with reasonable grounds, pursuant to this policy and Oregon law, shall have immunity from any liability, civil or criminal, that might otherwise be incurred with respect to the making or content of any such report. Further, the initiation of a report in good faith about suspected abuse of a child may not adversely affect any terms or conditions of employment or the work environment of the complainant. If a student initiates a report of suspected abuse of a child by a school employee or a student in good faith, the student will not be disciplined by the Board or any staff member. Intentionally making a false report of abuse of a child is a Class A violation and will not be tolerated.

1.4. Record Keeping

- 1.4.1. Filed reports shall be stored in a secure and confidential location.
- 1.4.2. A substantiated report of abuse by a M CCS student will be documented in their education record.
- 1.4.3. A substantiated report of abuse by an employee shall be documented in the employee's personnel file.

1.5. Annual Training Required for School Staff

- 1.5.1. The school will provide annual training to staff in the prevention, identification and reporting of suspected child abuse. This training will assist staff in determining when they need to make a report about suspected child abuse.
- 1.5.2. Training is mandatory for all M CCS staff (please see PolicyHR00041).