

REPORT SUSPECTED CHILD ABUSE AND NEGLECT

All school district employees are required under California law to report suspected child abuse and neglect.

Any of these acts involving anyone under the age of 18 must be reported.

- ▶ **Sexual Abuse**
- ▶ **Physical Abuse**
- ▶ **Emotional Abuse**
- ▶ **Neglect**

The District employee **must** report to the appropriate law enforcement authorities any **reasonable suspicion** that a child has been abused or neglected. Responsibility for investigating suspected abuse lies with law enforcement or other legal authorities. You are not to investigate on your own.

Your job is to REPORT.

“Reasonable suspicion” occurs when “it is objectively reasonable for a person to entertain a suspicion, based upon facts that could cause a reasonable person in a like position, drawing, when appropriate, on his or her training and experience, to support child abuse or neglect.” (Penal Code 11166)

YOU MUST REPORT BY PHONE AND IN WRITING.

Police Department	Phone:510-790-6743	Fax:
Child Protective Services (CPS)	Phone:510-259-1800	Fax:
Sheriff’s Department	Phone:510-795-2590	Fax:

1. PHONE: Immediately contact by phone your local police, Child Protective Services (CPS) or sheriff’s department and report the suspected abuse or neglect.

2. WRITING: Within 36 hours of phoning law enforcement, a written report must be sent, faxed or submitted electronically to your local Police, CPS or Sheriff’s department. The written report should be completed on a state form which can be downloaded at http://ag.ca.gov/childabuse/pdf/ss_8572.pdf. The form also is available in the school principal’s office and at district headquarters. The form should be faxed to the same agency that received your phone report. Save the fax confirmation sheet with the written report.

By law, the name of the employee who makes the report is strictly confidential. It is provided only to investigators working on the case.

Failure to report suspected child abuse or neglect is a crime punishable by six months in jail and a \$1,000 fine.