

Nebo School District Board of Education

Policy JHFA

CHILD ABUSE-NEGLECT

Child abuse and neglect are not normally single events but usually involve repeated events affecting the same child, growing more severe the longer the problem continues. The damage, both physical and psychological, is cumulative. The longer the offender's behavior continues unchecked, the greater the chance of serious and permanent disability to the child.

School administrators and teachers have an important role to play in the elimination of child abuse because they are in a unique position to observe children over extended periods of time on a daily basis. This reporting policy should help administrators and teachers in understanding and fulfilling their legal responsibilities concerning child abuse.

Required Reporting of Suspected Child Abuse or Neglect

1. Utah law requires that whenever any person, including any school employee, **has reason to believe** that a child has been subjected to incest, molestation, sexual exploitation, sexual abuse, physical abuse, or neglect, or observes a child being subjected to conditions or circumstances which would reasonably result in such, he/she shall immediately notify the nearest peace officer, law enforcement agency, or office of the Division of Family Services. All school district personnel shall comply with this legal requirement as outlined below.
2. It is not the responsibility of principals or other school employees to prove that the child has been abused or neglected, or to determine whether the child is in need of protection. Investigations are the responsibility of the Division of Family Services. Investigation by staff prior to submitting a report shall not go beyond that necessary to support a reasonable belief that a reportable problem exists. Staff shall refrain from interviewing the child or having contact with the suspected abuser.
3. School officials shall cooperate with social service and law enforcement agency employees authorized to investigate reports of alleged child abuse and neglect, assisting as asked as members of interdisciplinary child protection teams in providing protective diagnostic, assessment, treatment, and coordination services.
4. Persons making reports or participating in good faith in an investigation of alleged child abuse or neglect are immune from any civil or criminal liability that otherwise might arise from those actions. (Section 62A-4-510, Utah Code Annotated 1953.)
5. Principals, school district employees, Division of Family Services and law enforcement personnel are required to preserve the anonymity of those making the initial report and any others involved in the subsequent investigation.
6. The District Superintendent or designee shall distribute annually to all school employees copies of the District's procedures for reporting suspected child abuse or neglect and the District's Child Abuse-Neglect Reporting Form. (JHFA-E)
7. To determine whether or not there is reason to believe that abuse or neglect has occurred, professional school employees may (but are not required to) gather information only to the extent necessary to determine whether a reportable circumstance exists.
8. **Interviews with the child or suspected abuser shall not be conducted by administrators or school district employees.** Notes of voluntary or spontaneous statements by the child shall be made and given to the investigating agency. Interviews conducted by anyone other than the investigating agency could jeopardize proper handling of a child abuse/neglect case.
9. Principals or other school district employees shall not contact the parents, relatives, friends, neighbors, etc. for the purpose of determining the cause of the injury and/or apparent neglect.

10. If there is reason to believe that a child may have been subjected to abuse or neglect, an oral report shall be made immediately by the school employee to the principal or designee reporting the abuse/neglect with a written report to follow within 48 hours. When making the oral report, always have the person you notify identify himself/herself. The notified person's name shall be entered on the written report.

(a) One copy of the written report shall be sent to the agency receiving the oral report (law enforcement officials or The Division of Family Services).

(b) One copy shall be put in a Child Abuse-Neglect file at the District's Pupil/Special Services Coordinator's office.

(c) One copy shall be placed in a separate file to be maintained by the principal, for all reported cases of suspected child abuse or neglect. The Child Abuse-Neglect Reporting Form shall not be placed in the child's personal file.

Approved: 4-20-94

Nebo School District Board of Education

Exhibit JHFA-E

**CONFIDENTIAL: Do Not
Discuss With Other School
Staff**

CHILD ABUSE-NEGLECT REPORTING FORM

ORAL REPORT MADE TO PRINCIPAL OR DESIGNEE: _____ Date: _____ Time:

Child's Name Age Birthday Sex

Child's Address

Names and addresses of parents or other person responsible for the child's care

Father Mother

Guardian or Caretaker

Address Telephone

Circumstances leading to the suspicion that the child is a victim of abuse or neglect.

Supply time and date of observation(s).

Additional Information

Written Report completed by principal or designee. _____ Date

TO BE FILLED OUT BY THE PRINCIPAL OR DESIGNEE:

Oral Report Made To: Name: Written Report Made To: Name:

Division Family Services Division Family Services

Law Enforcement Agency Law Enforcement Agency

Date Time Date Time

PRINCIPAL'S SIGNATURE Date

DISTRIBUTE COPIES TO: 1. Mail to agency receiving the oral report

2. Mail to the District's Pupil services Coordinator

3. Place in Principal's Child Abuse-Neglect File

(Not to be placed in child's personal file.)

Approved: 2-20-96

Nebo School District Board of Education

Exhibit JHFA-E1

SCHOOL LIABILITY RELEASE FORM

Nebo School District

350 S. Main Street

Spanish Fork, Utah 84660

Phone - 798-4000

Interviewer Name:

Date:

Agency Represented:

Phone:

Student:

School:

Grade:

As the interviewer, requesting permission to interview the above named student, I do agree to the following:

1. I am accepting responsibility for the above named student during the course of this interview; thereby, releasing Nebo School District and School Administrative Personnel from liability resulting from the occurrence of this interview.

2. I agree to accept full responsibility to contact the parent/guardian of this student, relating to this interview.

Interviewer Signature:

Date:

Time:

Witness Signature:

Date:

Comments:

Identification Verified:

Organization Card

Drivers License

*** Send a copy to the Coordinator of Pupil Services at the District Office.**

Approved: 4-20-94