

## **J-29 CHILD ABUSE AND NEGLECT**

It shall be the policy of the Plainfield Community School Corporation to report all suspected cases of child abuse and neglect. Nothing contained herein relieves any school personnel from reporting suspected child abuse and/or neglect as required by the law. The outlines have been developed to provide direction for staff members in reporting suspected child abuse and neglect cases. Inservice training will be provided to aid staff members in early detection of suspected child abuse/neglect cases. School officials will work with community groups to foster awareness of the problem of child abuse and neglect. Curriculum dealing with effective parenting shall be offered in an effort to prevent child abuse and neglect. School officials and staff will cooperate fully with the county Child Protection Service and the County Child Protection Team.

### **REPORTING CASES OF CHILD ABUSE AND NEGLECT**

Any staff member who suspects that a child has been abused or neglected shall immediately contact the school principal. The principal or his or her designee shall make an oral report to the Hendricks County Department of Public Welfare. The oral report shall be followed by a written report. A copy of the written report shall be sent to the superintendent's office. If, within a reasonable length of time, the principal has not received a report from the Hendricks County Department of Public Welfare concerning the status of the case, he or she shall request such a report.

### **IMMUNITY**

Under state law, any person who reports suspected child abuse and/or neglect in good faith is immune from civil liability or criminal penalty.

### **GUIDELINES**

Any staff member who suspects that a child has been abused or neglected shall immediately notify the school principal. If there are injuries, the principal or his or her designee will assess their severity, and determine whether medical attention is necessary. Any interview or physical inspection shall be conducted in an objective manner. The staff member, nurse, and principal shall keep a record of what is observed and what the involved child has said. Based on these records, the principal or his or her designee shall compile a summary of the facts and make an oral report to the Hendricks County Department of Public Welfare. The oral report shall include information directly concerning the suspected abuse or neglect, name and address of the child and his or her parent or guardian, age of the child, nature and extent of the injury including any knowledge of previous injuries and the identity of the reporter. All reports shall be made as early in the day as possible. The oral report shall be followed by a written report. The reporting staff member and school nurse, if applicable, shall assist the principal in completing the written report. A copy of the written report shall be sent to the superintendent's office.

Staff members are urged to keep accurate confidential records concerning all suspicion of child abuse or neglect.

Principals will actively seek follow-up reports from the Child Protection Service. School personnel shall be encouraged to work closely with case workers from the Child Protection Service.

The administrative staff will encourage cooperation with the Department of Public Welfare and support the inclusion of school personnel.

LEGAL REF: IC 31-33-5-1 et seq.

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