

**JHG**

**REPORTING OF CHILD ABUSE OR NEGLECT**

It is the policy of SAU #9, Conway School District to comply with the requirements of RSA169-C in reporting suspected child abuse and neglect. Further, it is our policy to cooperate with the New Hampshire Division for Children, Youth and Families (DCYF) and law enforcement agencies in the course of investigations into alleged child abuse or neglect as outlined in RSA 169-C.

If a school employee suspects that a child has been abused or neglected, he/she will make a report immediately to DCYF. The school principal will be notified that a report has been filed. The employee may request assistance from the school nurse.

Adopted by the Conway School Board – April 25, 2005

## Procedures for JHG – Reporting of Child Abuse or Neglect

It is the responsibility of principals to advise all school personnel in their assigned school of state law regarding reporting of cases of suspected abuse or neglect. This will be done annually.

An oral report shall be made immediately to DCYF by telephone and followed within 48 hours by a report in writing, if so requested by DCYF. Each report shall, if known, contain the name and address of the child(ren) suspected of being neglected and abused; the name of the parent or caregiver responsible for the child's welfare; the specific information and/or observations indicating neglect or the nature and extent of the child's injuries; the identity of the person(s) suspected of being responsible for such abuse and neglect; and any other information that might be helpful in the investigation or that may be required by DCYF. For a complete list of information to report, please refer to the *Child abuse and Neglect: Guidelines for New Hampshire Educators; Identifying and Reporting Suspected Child Abuse and Neglect* (Attorney General's Task force on Child Abuse and Neglect – Second Edition, 2002).

Annual staff training regarding the reporting of child abuse and neglect is recommended for each school.