

CHILD ABUSE/NEGLECT REPORTING

All employees and/or contracted employees, who in the course of their professional duties have reasonable cause to suspect that a child has been abused or neglected or who have reason to believe that a child has been threatened with abuse or neglect and that abuse or neglect will occur, have the legal responsibility to make a child abuse/neglect report to the Jefferson County Department of Human Services.

All employees and/or contracted employees who have reasonable cause to suspect actual or threatened abuse/neglect shall inform, by telephone, the Jefferson County Department of Human Services of the facts and circumstances contributing to his/her suspicion. Any staff member may confer with the building principal to determine if there is "reasonable cause to suspect" actual or threatened child abuse/neglect. The principal may not remove the legal responsibility for making the report from the staff member.

Following the report, the staff member shall inform the building principal of his/her report. The staff member shall provide the principal with a written report documenting his/her referral within 24 hours of the call to the Jefferson County Department of Human Services. A copy of the report shall be forwarded to the Superintendent. All information in the report shall be kept confidential to the extent permitted by law.

District staff shall annually be made aware of this policy.

ADOPTED: July 29, 1991

REVISED: June 22, 1992
January 27, 2003
March 26, 2012

LEGAL REFS: Wisconsin Statutes: 48.981

REVIEW DATE: