

D.I.S.D PROTOCOL FOR REPORTING ABUSE**FFG-R****Reporting Abuse**

Licensed school personnel who suspect child abuse are required by law (PL216.101) to report to Child Protective Services. To maintain consistency, it is the preference of DISD that all reporting of child abuse be coordinated with the counselors, nurses, or administrators. Anyone reporting abuse on behalf of the school district needs to follow these instructions.

1. Inform your building supervisor.
2. You will need the student's full name, address, DOB, SS#, parent's information, abuser's information if available.
3. Contact Dumas ISD Chief Larry Payne at 806-935-6461 or 806-935-4151. The DISD Police Department will report this information to law enforcement agency that will have jurisdiction in the case. An officer will be sent to discuss whether or not the child needs to be removed immediately. *The decision to remove will vary as will the decision to notify parent(s).*
4. Call CPS 1-800-252-5400 or go on line at www.txabusehotline.org.
5. Document date, time, and person to whom the report was made. If the report was made to CPS via the 800 number or online, document date and time.
6. Counselors/teachers will not participate in any conference with parents related to the incident.

NOTE: DISD staff members will make no contacts regarding the child or abuser other than those listed above.

***In an emergency situation, repeat a call to Chief Payne or call Dumas Police Dept., Local CPS 935-4375, or the District Attorney's office 935-5654.**

SCHOOL PERSONNEL:

If a child begins to confide in you, don't stop him/her unless you need more privacy. The child is probably embarrassed and it has taken courage to open up. Don't ask questions but be supportive with statements such as, "I'm sorry", "I can tell this is hard for you", "I can tell you are very sad/scared" and so on. If necessary, take notes. The child does not need to repeat this again. Our goal is to have an **adequate** amount of information prior to the child being interviewed by the professional interviewers at the Bridge. It is not our job to verify the information, nor is it our job to interview the child, but to report. Do not confront the suspected parent or offender.

Requested Reports to Agencies

The police department and/or CPS may request an oral report regarding an incident. If so, the staff member will comply with the request. A written report of the oral report may be provided. However, if counselor notes are requested, the counselor must receive a subpoena issued by the court or grand jury. Release of documentation to any other agency will require a written request on agency letterhead.

Public Law:261.101-Persons Required to Report: Time to Report.

(b)If a professional has cause to believe that a child has been abused or neglected or may be abused or neglected, or that a child is a victim of an offense under Section 21.11 Penal Code, and the professional has cause to believe that the child has been abused as defined by Section 261.001, the professional shall make a report not later than the 48th hour after the hour the professional first suspects that the child has been or may be abused or neglected or is a victim of an offense under Section 21.11, Penal Code. A professional may not delegate to or rely on another person to make the report. In this subsection, "professional" means an individual who is licensed or certified by the state or who is an employee of facility licensed, certified, or operated by the state and who, in the normal course of official duties or duties for which a license or certification is required, has direct contact with children. The term includes teachers, nurses, doctors, day-care employees, employees of a clinic or health care facility that provides reproductive services, juvenile probation officers, and juvenile detention or correctional officers.

Public Law:261.109 Failure to Report: Penalty.

(a) A person commits an offense if the person has cause to believe that a child's physical or mental health or welfare has been or may be adversely affected by abuse or neglect and knowingly fails to report as provide in this chapter.

(b) An offense under this section is a Class B Misdemeanor