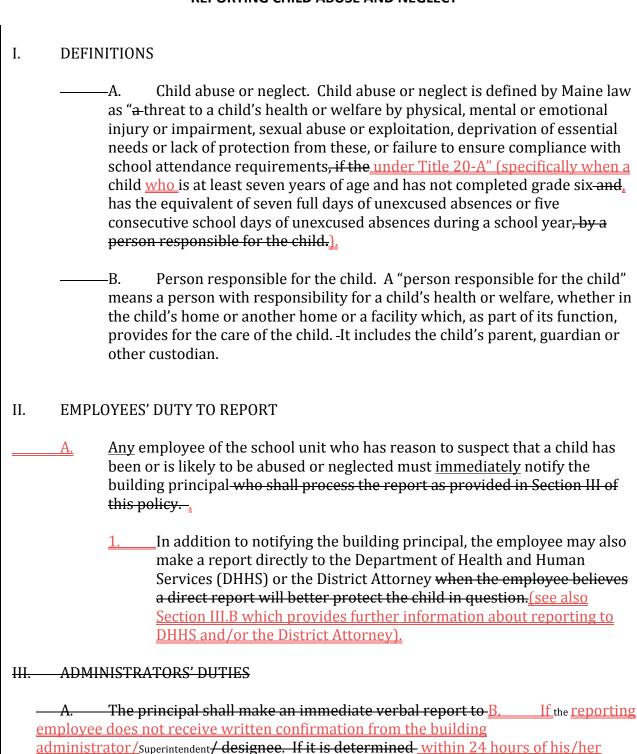
provided in section B.

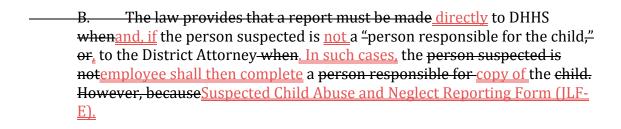
REPORTING CHILD ABUSE AND NEGLECT



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<u>report</u> that <u>there is a duty to make</u> a report <u>has been made</u> to DHHS <u>and</u> or <u>the District Attorney</u>, the <u>Superintendent/designeeemployee</u> shall make <u>the appropriate an immediate</u> report (s), as

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C. If the legal definition of "person responsible for reporting employees does receive written confirmation from the child" is vague, the building administrator/Superintendent/designee shall report all cases within 24 hours of his/her report (which is a copy of the Suspected Child Abuse and Neglect Reporting Form (JLF-E), he/she shall sign the form as acknowledgement that the report was made and return it to the building administrator/Superintendent.

III. ADMINISTRATOR REPORTING AND CONFIRMATION DUTIES

All building administrators and the Superintendent are designated agents to make child abuse and neglect reports.

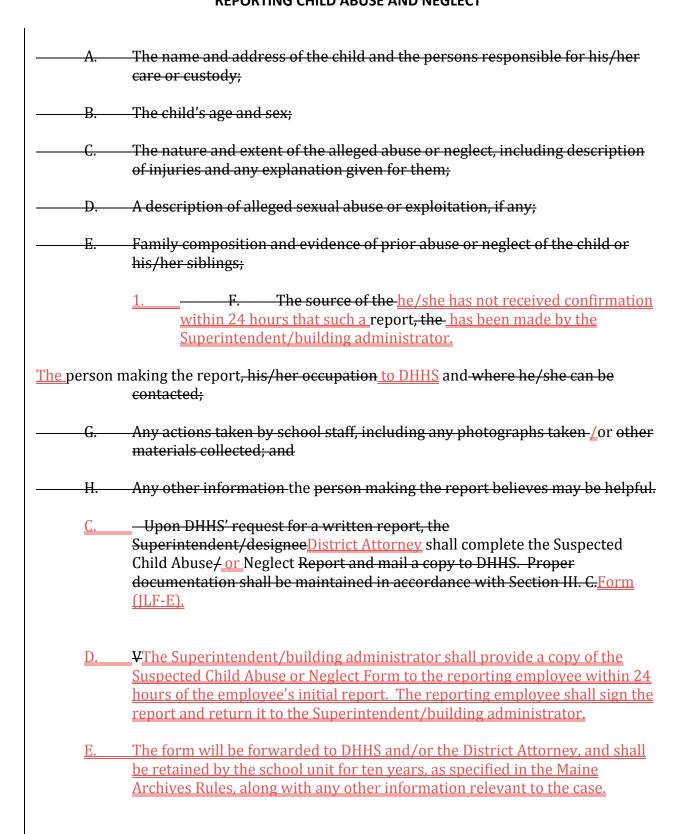
[NOTE: Other administrators may also be designated at the discretion of the Superintendent.]

- A. If a building administrator receives the report, he/she shall notify the Superintendent immediately.
- B. The Superintendent or building administrator shall then make a verbal and written report(s) of suspected abuse or neglect to DHHS. In addition, if the person suspected is not the parent, guardian or other custodian of the child, the Superintendent/designeebuilding administrator shall also make a report to the District Attorney.
- C. The Superintendent/designee shall retain a record of all verbal and written reports made to DHHS, law requires the reporting employee to make his/her own report to DHHS and/or the District Attorney, or other outside agencies as well as all actions taken by the school unit.

IV. REPORTING PROCEDURES

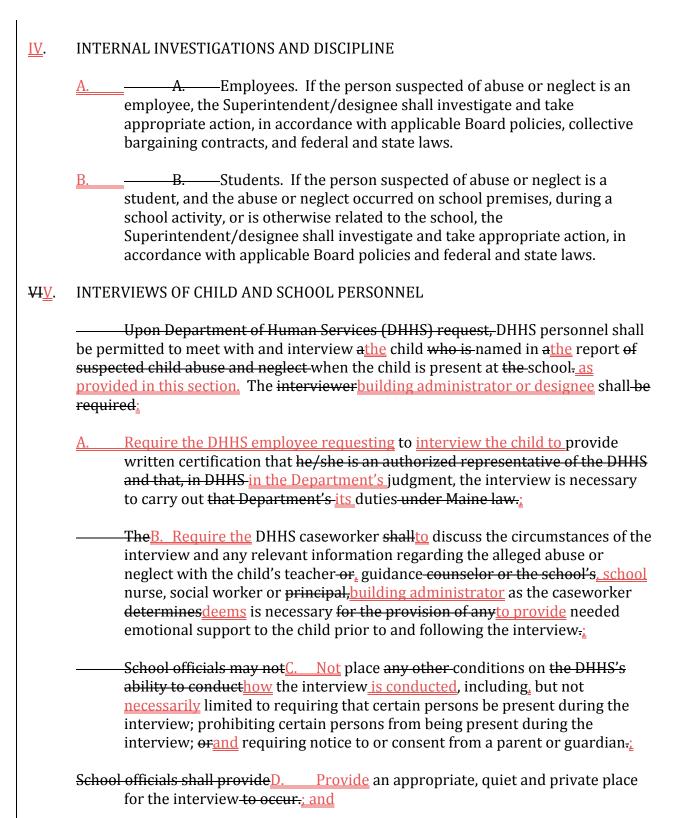
The verbal report shall include the following information, if known:

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	interview the child in person except those	E.Not disclose any information about DHHS's intention to s confidential information and may not be disclosed to any to school officials, including an or the school's attorney for the e information to comply with Maine law pertaining to child evestigations.	
	interview arc	nnel who assist DHHS in making a child available for an the regarded as participating in a child protection investigation or or the purpose of immunity from liability request.	
VII<u>VI</u> .	CONFIDENTIALITY	OF INFORMATION AND RECORDS	
	——All records, reports and information concerning alleged cases of child abuse and neglect shall be kept confidential to the extent required by Board policies and applicable law.		
	——The building principaladministrator /designee is permitted to release a child's school records without prior consent of the parent/guardian to DHHS or enforcement officials as necessary to protect the health or safety of the child or other individuals under federal law.		
VIII <u>VII</u> . GOOD FAITH IMMUNITY FROM LIABILITY			
	Any person who in good faith reports, assists DHHS in making the child available for an interview, or participates in the investigation or proceedings of child protection investigation is immune from any criminal or civil liability for the act of reporting or participating in the investigation or proceeding. Good faith d not include instances when a false report is made and the person knows the rep is false.		
Legal Reference:		22 MRSA § 4011-A, 4021Chap. 1071, Child and Family Services and Child Protection Act 20 USC § 1232g, Family Educational Rights and Privacy Act 20-A M.R.S.A. §§ 3272(2); 5051-A(1)(C); 5051-A(2)(BC)	
Cross Reference:		_ACAA – Harassment and Sexual Harassment of StudentsJLF-E –-Suspected Child Abuse/ <u>and</u> Neglect Report Form JRA – Student Records	

MSMA SAMPLE POLICY 10-2015

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Adopted: May 13, 2008

Revised: December 11, 2012

April 14, 2015