



## Child Abuse Reporting

1. Go to Counselor's Portal & Child Abuse Reporting tab on the RCSD Counseling/ Student Support Services Webpage.
2. Call 1-800-222-8000 to give the report (be sure to get the person's name you give the report to) **OR** file the report electronically by going to [www.mdcps.ms.gov](http://www.mdcps.ms.gov) (keep a screenshot if reporting this way).
3. Contact your local school resource officer to report the alleged abuse verbally to them so they can determine if the offense warrants a criminal investigation. Contact Chad Callendar (601-942-0735) or Ginger Jones (601-906-3182) if you can't reach SRO.
4. Complete the RCSD Child Abuse Reporting form (the link is at the bottom of the webpage).
  - Be sure to fill in the name of person taking the report, date reported, and time of the report at the bottom of the RCSD reporting form or keep screen shot of the CPS electronic report.
  - Be sure to put your name and your principal's initials on the RCSD report. **Be sure to communicate with your principal when making a child abuse report.**
5. Click submit once the report is complete. It will come to District Office to determine if it is a 2<sup>nd</sup> report.