

## Academy of Charter Schools

Administrative Procedures Code: 5141.52

### Reporting Suspected Child Abuse

The position of the administration of the Academy of Charter Schools is that the Academy should fully comply with all laws and regulations related to reporting suspected child abuse or neglect. We expect all of our employees to comply with the laws requiring the reporting of suspected child abuse to Social Services.

The administrators of the Academy realize that many families have entrusted their children to us and placed them in our school rather than in other public schools, often due to a distrust of "big government". We take this trust the have placed in us seriously, and therefore feel obligated to inform parents any time that we inform a government agency of suspected child abuse or neglect. We do not intend for this to discourage reporting or to be seen as interfering with government business; but we do expect this to be viewed as being responsible to the parents.

The following are guidelines for Academy teachers and administrators:

1. We follow District 12's policies and procedures related to reporting suspected child abuse and neglect. (See attached.)
2. We follow state law related to reporting suspected child abuse and neglect. (See attached.)
3. The Building Liaison to contact at the Academy is as follows:
  - A. Executive Director – Kin Griffith, oversees the functions of the school
  - B. Secondary Director, Ms. Donna Davis for secondary students
  - cC Elementary Director Ms. Pat Leger for elementary students
4. Do not ask leading questions when you encounter a suspicious circumstance. (i.e. commenting on an ugly bruise and then observe the student's reaction and reply. Does the body language suggest they are not being truthful? Is the story consistent with the bruise? An affirmative response with no explanation may not require follow up if the body language doesn't suggest further suspicions.)
5. We will contact the parent by phone to inform them that we reported the suspected child abuse or neglect to Social Services. (The administrator will make the phone call if the person reporting the suspected abuse or neglect does not wish to do so.)

As with all administrative guidelines, the Director may have need to make a decision based on his/her judgment, given unusual circumstances, as to whether it is appropriate to apply these procedures in full.

For related policies see CODE 5141.51 *Administrative Procedures for Cooperating with Social Services*

Academy of Charter Schools  
Adams County School District Twelve

Adopted:	January 28, 1996
Revised:	November 8, 1996
Revised:	March 18, 1997
Review/Revised:	March 2001 (Draft)

## Academy of Charter Schools

### Administrative Procedures

#### COOPERATING WITH SOCIAL SERVICES

The position of the administration of the Academy of Charter Schools is that the Academy should cooperate fully with Social Services in its investigation of child abuse cases. We expect all of our employees to comply with the laws requiring the reporting of suspected child abuse to Social Services.

The administrators of the Academy realize that many families have entrusted their children to us and placed them in our school rather than in other public schools, often due to a distrust of big government. We take this trust seriously, and therefore feel obligated to inform parents any time that a government agency is interviewing their children during the time that they are entrusted with us. We do not intend for this to be seen as interfering with government business; but we do expect this to be viewed as being responsible to the parents.

We will inform the Social Services worker of this policy prior to their interview of a student, thereby allowing the Social Services worker the opportunity to not interview the student while they are entrusted to us. They might make this decision if they determine that it would not be in the best interests of the student to inform the parents. We leave that decision up to Social Services.

The following are our administrative procedures:

1. We will request proper identification of the Social Worker.
2. We will inform the Social Services worker of this policy prior to their interview of a student.
3. We request that Social Services minimize the disruption to the student's education by interviewing them before or after school, or during lunch.
4. We will contact the parent by phone to inform them of the interview by Social Services. (The administrator should not attempt to arbitrate the situation, but rather allow the parent to talk directly to the Social Worker.)
5. We require that an administrator be available during the interview of the student. When the parent is not available we require that an administrator be present.

As with all administrative guidelines, the *Director* may have to make a judgment call, given unusual circumstances, as to the appropriateness of applying these procedures in full.

Academy of Charter Schools  
Adams County School District Twelve

Adopted: October 26, 1996

Revised: November 11, 1996

Revised: December 15, 2000