

VIRTUAL LEARNING ACADEMY OF ST. CLAIR COUNTY

BOARD POLICY

SUBJECT: REPORTING SUSPECTED CHILD ABUSE

PURPOSE

The purpose of this policy is to implement the requirements of the Public School Academy Contract (the "Contract") between the Virtual Learning Academy of St. Clair County (the "Academy") and the St. Clair County RESA (the "District") and the requirements of the state and federal law relative to the reporting suspected child abuse.

POLICY

Academy will comply with the requirements of state and federal law and the Contract when reporting suspected child abuse. To the extent not inconsistent with the law and/or the Contract, the Academy shall abide by the following regulation(s):

1. Child Abuse Reporting:

a. **Academy Director:** Any employee of the Academy who has reasonable cause to suspect child abuse or neglect of a student of the Academy shall immediately contact the Academy Director and report such reasonable cause. Upon being contacted by an Academy employee, the Director shall immediately contact the St. Clair County Department of Human Services (the "Department") and report the reasonable cause in the presence of the employee. Within 72 hours after making any oral report to the Department, the Director shall ensure that a written report is filed with the Department. Any report to the Department shall contain the name of the child and description of the abuse or neglect, other information available which might establish the cause of the abuse or neglect, and if possible, the name and addresses of the child's parents or guardian, the persons with whom the child resides and the child's age. The Director shall provide a copy of this report to the Academy employee who informed the Director of the suspected child abuse.

b. **Employee Responsibility:** The Academy employee who has reasonable cause to suspect child abuse is legally responsible to make sure the suspected child abuse is reported to the Department. If the Director does not immediately contact the Department in the presence of the employee, the employee shall immediately contact the Department himself/herself and report the suspected child abuse. In such case, the employee shall also file a written report with the Department in accordance with paragraph one, above.

Date: _____
Board Approved.