**AT-RISK FACTORS - CRITERIA 1**

**Student meets at-risk concern if at least one factor is present:**

- Student exhibits behaviors or otherwise indicates that he/she/they are being controlled or groomed by another person
- Student spends time with people known to be involved in commercial sex
- Student's internet, cellphone, or social media use involves social or sexual behavior that is atypical for his/her/their age

**AT-RISK FACTORS - CRITERIA 2**

**Student meets at-risk concern if at least two factors are present:**

- Student has a history of running away or unstable housing, including multiple foster care placements or periods of homelessness, including couch surfing
- Student has had prior involvement with law enforcement or the juvenile justice system*
- Student is frequently missing from school
- Student's relationships are of concern, placing him/her/them at risk or in danger of exploitation
- Student has a history of substance abuse

**AT-RISK FOR HT - RECOMMENDED PROTOCOL**

**STEP 1**
If at-risk factors are present, submit mandated report* to Child & Family Well-Being (CFWB) Department.

**STEP 2**
The appropriate, pre-determined* school personnel should meet with the student to co-create an action plan* to address school-related concerns.

**STEP 3**
Set up regular contact with student and monitor action plan* and student's progress.

**SUSPECTED HT RECRUITMENT OR EXPLOITATION OF STUDENTS - RECOMMENDED PROTOCOL**

**STEP 1**
If at-risk factors are present, submit mandated report* to Child & Family Well-Being (CFWB) Department.

**STEP 2**
Local law enforcement, school resource officer, and/or school site administration investigate possible impact on school campus, including harassment and/or recruitment, threats to school safety, etc.

**STEP 3**
Provide school consequence, if appropriate per EC Section 32282. Law enforcement may make an arrest, depending on outcome of investigation.

**SUSPECTED VICTIM OF HT - RECOMMENDED PROTOCOL**

**STEP 1**
If HT is suspected, submit mandated report* to CFWB Department.

**STEP 2**
Involve local law enforcement and/or (SRO) for possible investigation.

**STEP 3**
Investigate potential impact on school campus, including harassment, recruitment, and threats to school safety.

**STEP 4**
If appropriate, and in consultation with the victim, contact and inform parent or guardian of potential victimization.

**STEP 5**
Offer potential victim and/or parent/guardian a referral to appropriate counseling or social services.

**STEP 6**
Set up regular contact with victim and periodically check on status (most appropriate for counselor or social worker).

**CONFIRMED VICTIM OF HT - RECOMMENDED PROTOCOL**

**STEP 1**
Submit a detailed mandated report* to CFWB Department.

**STEP 2**
Involve local law enforcement and/or SRO for investigation.

**STEP 3**
Investigate potential impact on school campus, including harassment, recruitment, and threats to school safety.

**STEP 4**
SRO or law enforcement will conduct an investigation.

**STEP 5**
If appropriate, and in consultation with victim, contact and inform parent/guardian of victimization.

**STEP 6**
Investigate whether the school placement is appropriate for the student; if not, work with the appropriate department to transfer student.

**STEP 7**
Offer victim and/or parent/guardian a referral to appropriate counseling or social services.

**STEP 8**
Set up regular contact with victim and periodically check on status (most appropriate for counselor or social worker).

**MANDATED REPORTING OF CSEC**
(Effective Jan. 1, 2016)
Child Abuse Hotline
800-344-6000

**LAW ENFORCEMENT**
Call your local law enforcement agency or 911 for emergencies

**NATIONAL HUMAN TRAFFICKING HOTLINE**
888-373-7887

**AB 1227 (Bonta): HUMAN TRAFFICKING PREVENTION EDUCATION AND TRAINING ACT**
School districts are required to include human trafficking training and prevention education at least once in middle school and once in high school as part of sexual health education.

**CONCEALED REPORTING OF CSEC**
(Effective Jan. 1, 2016)
Child Abuse Hotline
800-344-6000

**For more information regarding the CSEC Recommended Protocols for Schools, training, or support, please contact our office at 858-292-3666.**

*See Glossary of Terms on the next page.*

Adapted from “Human Trafficking in America’s Schools” by the U.S. Department of Education, January 2015, and materials from the San Mateo County Office of Education. REVISED 3/2024
### FOR EMERGENCIES CALL 911 IMMEDIATELY

**Local Law Enforcement Contact**

<table>
<thead>
<tr>
<th>Name:</th>
<th>Phone:</th>
<th>Email:</th>
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**Probation Department Contact**

<table>
<thead>
<tr>
<th>Name:</th>
<th>Phone:</th>
<th>Email:</th>
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**Victim Advocate Organization Contact**

<table>
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<tr>
<th>Name:</th>
<th>Phone:</th>
<th>Email:</th>
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### CHILD ABUSE HOTLINE 800-344-6000

**Child & Family Well-Being Department Contact**

<table>
<thead>
<tr>
<th>Name:</th>
<th>Phone:</th>
<th>Email:</th>
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**Glossary of Terms**

<table>
<thead>
<tr>
<th>Term</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Action Plan</strong></td>
<td>Determine a plan to address any potential school-related safety risks for the student.</td>
</tr>
<tr>
<td><strong>Juvenile Justice System</strong></td>
<td>The Division of Juvenile Justice provides education and treatment to California’s youthful offenders up to the age of 25 who have the most serious criminal backgrounds and most intense treatment needs. Most juvenile offenders today are committed to county facilities in their home community where they can be closer to their families and local social services that are vital to rehabilitation.</td>
</tr>
<tr>
<td><strong>Mandated Report</strong></td>
<td>Mandated reporters are individuals who are mandated by law to report known or suspected child maltreatment. They are primarily people who have contact with children through their employment. Mandated reporters are required by the state of California to report any known or suspected instances of child abuse or neglect to the county child welfare department or to a local law enforcement agency (police or sheriff’s department). Mandated Reporting of sex trafficking effective Jan. 1, 2016. Call the County of San Diego Child Abuse Hotline (800-344-6000) to file a report.</td>
</tr>
<tr>
<td><strong>Pre-Determined School Personnel</strong></td>
<td>School personnel identified as the point of contact who takes a more active role in supporting and advocating for students at risk for or involved in sex trafficking</td>
</tr>
</tbody>
</table>

Adapted from *Human Trafficking in America’s Schools* by the U.S. Department of Education, January 2015, and materials from the San Mateo County Office of Education. REVISED 3/2024