

CLASSIFICATION: Students

ADOPTED: 10/11/95

REVISED:

SUBJECT: Child Abuse Reporting Procedures

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All employees of the County Superintendent of Schools who are child care custodians or health practitioners, as defined by Penal Code section 11166.5, are required to report known or suspected instances of child abuse.

DEFINITIONS

Child care custodians include teachers, administrative officers, supervisors of child welfare and attendance, certified pupil personnel employees, instructional aides, a teacher's aide or a teacher's assistant.

Health practitioner includes school psychologists, dentists, licensed nurses, dental hygienists, or any other person who is licensed under Division 2 (commencing with section 500) of the Business and Professions Code.

Child abuse includes the following:

- A. A physical injury inflicted by other than accidental means on a child by another person.
- B. Sexual abuse of a child.
- C. Willful cruelty or unjustifiable punishment of a child, or willfully inflicting unjustifiable physical pain or mental suffering, or failure to safeguard a child from these injuries when the child is under a person's care or custody.
- D. Unlawful corporal punishment or injury resulting in a traumatic condition.
- E. Neglect of a child or abuse in out-of-home care.

REPORTING PROCEDURES

Any child care custodian or health practitioner who has knowledge of or observes a child in his/her professional capacity or within the scope of his/her professional capacity or within the scope of his/her employment whom he/she knows or reasonably suspects has been the

SAN DIEGO COUNTY OFFICE OF EDUCATION

**ADMINISTRATIVE
REGULATION NO. 5141.2**

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the victim of child abuse shall report the known or suspected instance of child abuse to a child protective agency immediately or as soon as practically possible by telephone and prepare and send a written report thereof within 36 hours of receiving the information concerning the incident.

Telephoned reports are made to Children's Services Bureau Hotline or to the Department of Social Services.

When the verbal report is made, note the name of the official contacted, the date and time contacted, and any instructions or advice received.

Within 36 hours of making the verbal report, complete and mail to the child protective agency a written report on the *Suspected Child Abuse Report*, SS 8572. Forms may be obtained from Supplies, Maintenance and Operations Section.

An employee reporting child abuse to a child protective agency is encouraged, but is not required, to notify the administrator or his/her designee as soon as possible after the initial verbal report is made. Administrators so notified shall provide the employee with any assistance necessary to ensure that reporting procedures are carried out in accordance with law.

Board Policy No.: 5141.2
Administrative Regulation No.: 4101

Legal Reference: Education Code
33308.1, 44690 - 44691, 48906
Penal Code
273a, 11164 - 11174.3, 11165 - 11165.15, 11166 - 11170, 11172, 11174.3
Welfare and Institutions Code
600 - 601.2, 15630 - 15637
California Department of Education Legal Advisories
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