

P6-09-012 Child Abuse and Neglect Reporting

A. Reporting Requirement

Every employee who, in his or her professional or official capacity, has reason to suspect that a child is an abused or neglected child, in compliance with the Code of Virginia § 63.2-1509 et seq. shall immediately report the matter to:

1. the local department of social services where the child resides or where the abuse or neglect is believed to have occurred;
2. the Virginia Department of Social Services' toll-free child abuse and neglect hotline 1-800-422-~~552~~-4453-~~7096~~; or
3. the principal in charge of the child's school or the principal's designee, or, for employees not based at a school, to the director of the employee's department, or his/her designee. Any principal or director to whom such report is made shall make the report **as soon as possible, but no later than 24 hours**, ~~forthwith~~ to Child Protective Services ~~for the County Department of Social Services~~, and shall notify the employee pursuant to 63.2-1509(A) that the report has been made, the name of the individual receiving the report, and the receipt of any communication or information pertaining to the report or action taken with regard to the report.

A. Reporting Requirement

Any person required to make the report shall disclose all information which is the basis for his or her suspicion of abuse or neglect of the child and, upon request, shall make available to the child-protective services coordinator and the local department investigating the reported case of child abuse or neglect any information, records or reports that document the basis for the report. All persons required to report suspected abuse or neglect who maintain a record of a child who is the subject of such a report shall cooperate with the investigating agency and shall make related information, records and reports available to the investigating agency unless such disclosure violates the federal Family Educational Rights and Privacy Act (20 U.S.C. § 1232 g).

Employees shall report all suspected cases of child abuse or neglect in the matter described herein, and must make such report within ~~24 twenty-four~~ hours of the first suspicion of neglect or abuse. Pursuant to 63.2-1509(D), any person required to report must do so as soon as possible, but not longer than 24 hours after having reason to suspect a reportable offense of child abuse or neglect. Concurrent with notification to **Child** Protective Services, the principal or director receiving a report shall send a written notice to the **Supervisor for Social Work Services**. When an allegation of abuse involves an employee, Human Resources shall be notified immediately.

Any person who makes a report or provides records or information pursuant to Va. Code § 63.2-1509, or who testifies in any judicial proceeding arising from such report, records, or information shall be immune from any civil or criminal liability or administrative penalty or sanction on account of such report, records, information, or testimony, unless such person acted in bad faith or with malicious purpose.

B. Notice of Reporting Requirement

~~The School Board shall post in e~~Each school **shall post** a notice that

1. any teacher or other person employed there who has reason to suspect that a child is an abused or neglected child, including any child who may be abandoned, is required to report such suspected cases of child abuse or neglect to local or state social services agencies or the person in charge of the relevant school or his/**her** designee; and
2. all persons required to report cases of suspected child abuse or neglect are immune from civil or criminal liability or administrative penalty or sanction on account of such reports unless such person has acted in bad faith or with malicious purpose. The notice shall also include the Virginia Department of Social Services' toll-free child abuse and neglect hotline.

C. Complaints of Abuse and Neglect against School Personnel

The **Superintendent or Superintendent's designee** ~~School Board~~ and the local department of social services shall adopt a written interagency agreement as a protocol for investigating child abuse and neglect reports against school personnel. The interagency agreement shall be based on recommended procedures for conducting investigations developed by the Departments of Education and Social Services.

See R6-09-012 Child Abuse and Neglect Reporting

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-253.13:7.A, 22.1-291.3, 63.2-1509, 63.2-1511.D.

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Legal Refs.: **Code of Virginia, 1950, as amended, §§ 22.1-253.13:7, 22.1-291.3, 63.2-1509, 63.2-1511.**

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