

REPORT SUSPECTED CHILD ABUSE AND NEGLECT



Under California law, all school district employees are required to report suspected child abuse and neglect.

Any of these acts involving anyone under the age of 18 must be reported:
Sexual Abuse • Physical Abuse • Emotional Abuse • Neglect

The District employee **must** report to the appropriate authorities any **reasonable suspicion** that **a child** has been abused or neglected. **Responsibility** for investigating **suspected abuse** lies with **law enforcement** or other appropriate **legal authorities**.
You are not to investigate on your own.

You must report by phone and in writing.

Police Department Phone: <u>(925) 254-6820</u>	Fax: <u>(925) 254-9158</u>
Child Protective Services (CPS) Phone: <u>(925) 646-1680</u>	Fax: <u>(925) 602-6980</u>
Sheriff's Department Phone: <u>(925) 646-2442 (24 Hour Dispatch)</u>	Fax: _____



Immediately contact by phone your local police, Child Protective Services (CPS) or sheriff's department and report the suspected abuse or neglect.



Within 36 hours of phoning law enforcement, a written report must be sent, faxed or submitted electronically to your local Police, CPS or Sheriff's department. The report should be completed on a state form, which can be downloaded at http://ag.ca.gov/childabuse/pdf/ss_8572.pdf. The form also is available in the school principal's office and at district headquarters. The form should be faxed to the same agency that received your phone report. Save the fax confirmation sheet with the written report.

By law, the name of the employee who makes the report is strictly confidential. It is provided only to investigators working on the case. Failure to report suspected child abuse or neglect is a crime punishable by six months in jail and a \$1,000 fine.