

## **Mandatory Reporting Policy 2000**

All employees of KTEC High School are mandated reporters of suspected child abuse and neglect or belief that abuse or neglect will occur. Therefore, employees are required to report any situations in which they have reason to suspect that a student is being physically abused, emotionally abused, neglected, or sexually abused or neglected as defined by state law. When employees suspect child abuse, they are required to immediately report by telephone to the county Department of Family Services at 262-657-7188 or law enforcement of the facts and circumstances contributing to a suspicion of child abuse or neglect or to a belief that abuse, or neglect will occur. Following such a report, employees must notify the school social worker. If the school social worker is not available, staff members are required to follow up with the Dean of Students. If the Assistant Principal is not available, staff members should follow up with the principal. In situations in which the school staff member in the chain of child abuse reporting is the person who is suspected of abusing the student, the staff member who suspects abuse should make the report to the next person in the chain of reporting.

All school staff members are mandated to keep confidential any discussions regarding suspected child abuse or neglect; however, the school social worker may share information with staff members on a need-to-know basis for the benefit of the student, keeping in mind the student's right to confidentiality and applicable law.

Once a report of suspected abuse or neglect is made, all staff members are required to cooperate with investigators and are allowed to share basic educational information as well as information related to the original report of suspected abuse or neglect.

Adopted Aug 28<sup>th</sup>, 2023