

SUBJECT: **REPORTING CHILD ABUSE AND NEGLECT**

Supersedes: JGD-R
Effective: January 8, 2009
Page: 1 of 2
Approved by: Detroit Board of Education

1.0 Policy

The procedural steps outlined below are intended to cover those situations where allegations of child abuse involving Detroit Public School employees have been received by the Department of Social Services.

1. All complaints filed with the Department of Social Services will be reported by the District's designated administrative department.
2. The information for each complaint will include the name of the employee against whom the complaint has been filed, the date(s) of the occurrence(s), the nature of the alleged abuse, the pupil or person upon whom the alleged abuse was inflicted, and any other outstanding factors. DSS will also provide the name of the worker assigned to the investigation.
3. The District' designated administrative department will notify the Office of Legal Affairs, the Department of Human Resources and the designated administrator responsible for the school or unit in which the alleged incident occurred.
4. It will be the responsibility of the designated administrator to notify the school principal concerning details of the allegation and the name of the investigating caseworker from DSS.
5. The investigating caseworker will arrange follow up through the Region Superintendent and receive instructions concerning school contacts.
6. In general, school administrators will have the following responsibilities:
 - a. To advise the accused employee(s) of the complaint and their right to representation at any meeting with the investigator.
 - b. To meet with, and provide information to, the investigator concerning personal knowledge on the matter. (Any school system reports or written documents assembled as a result of the allegation shall be released only after review and clearance through the Office of Legal Affairs.)

- c. To release names and addresses of pupils who DSS deems to have pertinent information regarding the complaints. Pupils under age 18 must either be interviewed in the home setting or in the presence of the principal after the parent's written permission has been obtained.
 - d. Staff members who are witnesses or possess information pertinent to the case should be encouraged to cooperate with the DSS investigator.
7. At the conclusion of the investigation, DSS will issue a copy of its final report to the District's designated administrative department. This report will be shared with the Office of Legal Affairs, the Department of Human Resources, the District's designated administrator, the principal, and the employee against whom the allegations were filed.

The Michigan child protection law requires that specific school personnel report suspected child abuse or neglect.

Each administrative staff member, counselor, teacher, school health worker, and school social worker will immediately report suspicious of child abuse or neglect to the principal who in turn will immediately report the information to the Wayne County Department of Social Services. School social workers will report directly to the Wayne County Department of Social Services, as well as to the principal.

Attachments to Policy 7.55: None

See also: None

Legal References: MCLA § 722.621 *et seq.*

Labor Contract References: None