

Reporting Suspected Child Abuse and/or Neglect

To comply with Board Policy on Child Abuse/Neglect, JLF, the following procedure is to be followed at any time an Alva Independent School District employee has reason to suspect child abuse or neglect.

- I. The employee will notify the principal and then report the case to the Department of Human Services. The Building Principal will then notify the Superintendent of Schools.
- II. The employee reports the case in writing to the Department of Human Services on Form JH-A.
- III. All reports of suspected child abuse or neglect of a school age child will be kept strictly confidential by the school.
- IV. Copies of all written correspondence with any agency shall become part of a separate confidential file to be kept at the building.
- V. No extensive physical examination of any child will be conducted on school premises by a school employee without a court order. (Refer to Board of Education Policy Manual, JH, "Interrogations of Students".)

Adopted: January 09, 1995

Revised: October 2, 2006 September 2, 2008

Legal Reference:

Cross Reference:

District #001, Woods County, Oklahoma