

**TRINITY LUTHERAN CHURCH
BOARD OF CHRISTIAN SCHOOL POLICY MANUAL**

Identifying and Reporting Child Abuse

Initial Adoption Date: 6/7/90

IA Code #:

Date of Last Review: 5/7/92 9/1/94 2/5/98 4/10/03

Date of Last Revision:

It is the policy of Trinity Lutheran School that any certificated or licensed employee who has a reasonable belief that a child under the age of 18 has been abused by a person responsible for the care of the child, as defined by law, shall report the suspected abuse verbally to the Department of Human Services (DHS) within twenty-four hours, and follow the verbal report with a written report on appropriate forms. The reporting of suspected abuse of children by non-certified or non-licensed employees is encouraged. The failure on the part of an employee who is a mandatory reporter to make a report as required by law may subject the employee to disciplinary sanctions up to and including discharge.

It is also the policy of Trinity Lutheran School that reports of child abuse remain confidential, as required by law.

Trinity Lutheran School shall provide the training required by law in the identification and reporting of child abuse, to all mandatory reporters employed by the school within six months of initial employment. The school shall also provide each new employee, who is a mandatory reporter, with the legal requirements of child abuse reporting within one month of initial employment.

Trinity Lutheran School administration and staff will cooperate fully with DHS personnel in conducting a child abuse investigation by providing confidential access to the child named in the report, and to other children alleged to have relevant information, for the purpose of interviews. Trinity Lutheran School recognizes no obligation to contact the parents of guardians of a child suspected to be a victim of abuse.