

MANDATORY REPORTING OF CHILD ABUSE POLICY

All school personnel of Myron B. Thompson Academy shall be guided by Section 350-1.1 of Chapter 350, HRS by Act 193, SLH 2006. All staff shall immediately notify the principal or the designee of any suspicion of a student being abused and comply with the following regulation.

Regulation 4200.4:

- All school staff of the department **shall report to the Child Welfare Services, Department of Human Services (hereinafter referred to as “CWS”)**, any suspicion of a student being abused and shall **immediately notify the principal or the designee** of the report made to CWS pursuant to §3501.1 HRS.
- School staff is defined as persons working at the school in the following capacities: full time employees, casual employees, temporary contracted employees, and volunteers.
- Reporting is defined as a **telephone call to CWS** to report any suspicion of child abuse and neglect and as soon as possible, complete **and fax the form DHS 1516, Mandated Reporter Checklist for Suspected Child Abuse and Neglect to CWS** pursuant to § 350-1.1, HRS
- The completed **original form DHS 1516 is to be faxed to CWS and the original is to be sent to the educational specialist** designated by the Superintendent for processing to CWS.
- If the suspected abuse to the student is **sexual in nature** or it is determined that the student may be in imminent harm at home, the school staff member shall **contact the county police immediately** after calling CWS. At no time shall the principal/designee or school staff member interview the student suspected of sexual abuse.
- If a call to the county police is made by the school staff member, the person shall immediately **notify the principal/designee** of the call.
- All schools shall have these procedures reflected in their respective school handbooks on Reporting of Child Abuse and Neglect until the regulation is amended.
- Hawaii DOE school staff members are provided immunity from liability for the reporting of suspected child abuse, pursuant to § 350-3, HRS.
- All reports made by Hawaii DOE school staff members to CWS are confidential pursuant to §350-1.4, HRS.

- **Any school staff member who knowingly prevents another person from reporting, or who knowingly fails to provide information** as required by § 350-1.1, HRS may be charged with petty misdemeanor pursuant to §350-1.2. **Petty Misdemeanor** is defined in §701-107, HRS.
- Excluded in this regulation are the matters of educational neglect