Child Abuse, Neglect and Exploitation Prevention

Child abuse, neglect and exploitation are violations of children's human rights and an obstacle to their educational development. Any person under 18 years of age, and developmentally disabled persons of any age, are protected under the law. The board directs that staff will be alert for any evidence of such abuse, neglect or exploitation. For purposes of this policy, “child abuse, neglect or exploitation” will mean:

1. Inflicting physical injury on a child by other than accidental means, causing death, disfigurement, skin bruising, impairment of physical or emotional health, or loss or impairment of any bodily function;
2. Creating a substantial risk of physical harm to a child’s bodily functioning;
3. Committing or allowing to be committed any sexual offense against a child as defined in the criminal code, or intentionally touching, either directly or through the clothing, the genitals, anus or breasts of a child for other than hygiene, child care or health care purposes;
4. Committing acts which are cruel or inhumane regardless of observable injury. Such acts may include, but are not limited to, instances of extreme discipline demonstrating a disregard of a child’s pain or mental suffering;
5. Assaulting or criminally mistreating a child as defined by the criminal code;
6. Failing to provide food, shelter, clothing, supervision or health care necessary to a child’s health or safety;
7. Engaging in actions or omissions resulting in injury to, or creating a substantial risk to the physical or mental health or development of a child; or
8. Failing to take reasonable steps to prevent the occurrence of the preceding actions.

Child abuse can include abuse by another minor and so may be included in incidents of student misconduct.

When feasible, the district, in cooperation with social service agencies, will provide community education programs for prospective parents, foster parents and adoptive parents on parenting skills and on the problems of child abuse and methods to avoid child abuse situations. The district will also encourage staff to participate in in-service programs that deal with the issues surrounding child abuse.

The superintendent will develop reporting procedures, including sample indicators of abuse and neglect, and will disseminate the procedures to all staff. The purpose is to identify and report as soon as possible to the proper authorities all evidence of child abuse or neglect. Staff will receive training regarding reporting obligations during their initial orientation and every three years after initial employment.

In accordance with state law, individual staff members are responsible for reporting all suspected cases of child abuse and neglect as soon as possible, and in no case longer than forty-eight (48) hours. For that reason, also under state law, staff members are free from civil or criminal liability for reporting instances of abuse or neglect when done in good faith, and are criminally liable for failure to do so. Any school staff member who knowingly fails to report suspected child abuse or neglect shall be guilty of a gross misdemeanor, and subject to severe penalties. The following measures apply:

1. A certificated, classified, or non-represented school employee who has knowledge or reasonable cause to believe that a student has been a victim of physical abuse, neglect or
sexual misconduct by a stranger, family member, another student, school employee, etc., shall report such abuse or misconduct to the appropriate school administrator. The school administrator and certificated or classified employee shall cause a report to be made to the proper law enforcement agency if he or she has reasonable cause to believe that the misconduct or abuse has occurred as required under RCW 26.44.030.

2. Nothing in this procedure changes any of the duties established under RCW 26.44.030.

Staff need not verify that a child has in fact been abused or neglected. Any conditions or information that may reasonably be related to abuse or neglect should be reported. Legal authorities have the responsibility for investigating each case and taking such action as is appropriate under the circumstances.

Please refer to Board Policy 3226 – Interviews and Interrogations of Students on School Premises, for requirements regarding investigative student interview procedures.

Cross References:  
Policy 3226  
Policy 4265  
Policy 4310  

Legal References:  
RCW 13.34.300  
26.44.020  
26.44.030  
28A.320.160  
28A.400.317  
28A.620.010  
28A.620.020  
43.43.830  
WAC 388-15-009  
AGO 1987, No. 9  

Policy 3421, p. 2 of 3
Management Resources:

*Policy News*, April 2010  
Child Abuse Interviews at Schools

*Policy News*, February 2007  
Physical Abuse and Sexual Misconduct Notice Requirements

*Policy News*, June 1999  
23% of districts out-of-compliance on child abuse policies

Adoption Date: 02.25.86
Washougal School District
Revised: 11.10.08; 02.22.11; 11.27.12; 06.25.13; 06.24.14

Policy 3421, p. 3 of 3
Child Abuse, Neglect and Exploitation Prevention

Each school principal will develop and implement an instructional program that will teach students:
   A. How to recognize the factors that may cause people to abuse others;
   B. How one may protect oneself from incurring abuse; and
   C. What resources are available to assist an individual who does or may encounter an abuse situation.

To facilitate such a program, staff development activities may include such topics as:
   1. Child growth and development;
   2. Identification of child abuse and neglect;
   3. Effects of child abuse and neglect on child growth and development;
   4. Personal safety as it relates to potential child abuse and neglect;
   5. Parenting skills;
   6. Life situations/stressors which may lead to child maltreatment; or
   7. Substance abuse.

Reporting Responsibilities

Staff are expected to report every instance of suspected child abuse or neglect. Since protection of children is the paramount concern, staff should discuss any suspected evidence with the principal or nurse regardless of whether the condition is listed among the indicators of abuse or neglect.

Staff are reminded of their obligation as district employees to report suspected child abuse, and professional staff are reminded of their legal obligation to make such reports. Staff are also reminded of their immunity from potential liability for doing so. The following procedures are to be used in reporting instances of suspected child abuse:

   A. When there is reasonable cause to believe that a student has suffered abuse or neglect, staff or the principal will immediately, or as soon as possible, contact the nearest office of the Child Protective Services (CPS) of the Department of Social and Health Services (DSHS). If this agency cannot be reached, the report will be submitted to the police, sheriff, or prosecutor's office. Such contact must be made within forty-eight (48) hours. Staff will also advise the principal regarding instances of suspected abuse or neglect and reports of suspected abuse that have been made to state authorities or law enforcement.

   A staff member may wish to discuss the circumstances with an employee of CPS for assistance in determining if a report should be made. Child Protective Services has the responsibility of determining the fact of child abuse or neglect. Any doubt about the child's condition will be resolved in favor of making the report.

   B. Following a phone report to CPS or law enforcement, the staff person shall complete the Washougal School District Child Abuse and Neglect Form and develop a written report. The Child Protective Services (CPS) report form may serve as the written report. Otherwise, staff members shall use the form included in this procedure. A copy of the Child Abuse and Neglect Form must be sent to Child Protective Services and to the Title IX Officer of the Washougal School District within three days of filing the report.

   Please refer to Board Policy 3226 – Interviews and Interrogations of Students on School Premises for requirements regarding investigative student interview procedures.
C. The district will within forty-eight (48) hours of receiving a report alleging sexual misconduct by a school employee notify the parents of a student alleged to be the victim, target or recipient of the misconduct.

Abuse Indicators

Physical abuse indicators:
1. Bilateral bruises, extensive bruises, bruises of different ages, patterns of bruises caused by a particular instrument (belt buckle, wire, straight edge, coat hanger, etc.);
2. Burn patterns consistent with forced immersion in a hot liquid (a distinct boundary line where the burn stops), burn patterns consistent with a spattering by hot liquids, patterns caused by a particular kind of implement (electric iron, etc.) or instrument (circular cigarette burns, etc.);
3. Lacerations, welts, abrasions;
4. Injuries inconsistent with information offered by the child;
5. Injuries inconsistent with the child's age; or
6. Injuries that regularly appear after absence or vacation.

Emotional Abuse Indicators:
1. Lags in physical development;
2. Extreme behavior disorder;
3. Fearfulness of adults or authority figures; or
4. Revelations of highly inappropriate adult behavior, i.e., being enclosed in a dark closet, forced to drink or eat inedible items.

Sexual Abuse Indicators
Sexual abuse, whether physical injuries are sustained or not, is any act or acts involving sexual molestation or exploitation, including but not limited to incest, rape, carnal knowledge, sodomy or unnatural or perverted sexual practices. Indicators include:
1. Child having difficulty sitting down;
2. Child refusing to change into gym clothes (when he/she has been willing to change in the past);
3. Venereal disease in a child of any age;
4. Evidence of physical trauma or bleeding to the oral, genital or anal areas;
5. Child running away from home and not giving any specific complaint about what is wrong at home; or
6. Pregnancy at 11 or 12 with no history of peer socialization.

Physical Neglect Indicators
1. Lack of basic needs (food, clothing, shelter);
2. Inadequate supervision (unattended);
3. Lack of essential health care and high incidence of illness;
4. Poor hygiene on a regular basis;
5. Inappropriate clothing in inclement weather; or
6. Abandonment.

Some Behavioral Indicators of Abuse:
1. Wary of adult contact;
2. Frightened of parents;
3. Afraid to go home;
4. Habitually truant or late to school;
5. Arrives at school early and remains after school later than other students;
6. Wary of physical contact by adults;
7. Shows evidence of overall poor care;
8. Parents describe child as “difficult” or “bad;”
9. Inappropriately dressed for the weather — no coat or shoes in cold weather or long sleeves and high necklines in hot weather (possibly hiding marks of abuse); or
10. Exhibit behavioral extremes: crying often or never, unusually aggressive or withdrawn and fearful.

**NOTE:** Behavioral indicators in and of themselves do not prove abuse has occurred. Together with other indicators they may warrant a referral.

Child abuse as defined by the statutes can be inflicted “by any person” and may include student-on-student abuse. These cases also require reporting to CPS, DSHS or law enforcement. Child abuse in this and all other cases requires two elements. First, there must be injury, sexual abuse, sexual exploitation, negligent treatment or maltreatment. Second, there must be harm to the child’s health, welfare or safety.
As an employee of the Washougal School District, you are a mandatory reporter under Washington State Law.  
RCW 26.44.030

If you have knowledge or reasonable cause to believe that a student has been a victim of physical abuse, neglect, or sexual misconduct by a stranger, another student, a family member, or a staff member you are to report to the proper law enforcement agency and/or Children Protective Services (CPS).

Reporting Steps:

• Communicate with an administrator the abuse that has been reported.
• With the administrator, make the call to the authorities.
  o If you must return to your classroom or work station, schedule a time with the administrator to be present when
    the call is placed when you will be available to make the report.
• Make the report immediately, or as soon as possible on the day you were made aware of the possible abuse. Do not fail
  to report within 48 hours of learning of the possible abuse.
• Suspected sexual abuse, by a staff member must be reported to CPS or the police; sexual misconduct including student
  boundary invasions must be reported to your administrator.
• Fill out the Washougal School District Child Abuse and Neglect Report Form found in School Board Policy 3421 and
  turn it into the office. Available on the district website: http://www.washougal.k12.wa.us/
  o With your administrator, work to assure that a copy is mailed to Child Protective Services and that a copy is sent
    to the Washougal School District Title IX Officer.

  Washougal Police Department 360-835-8701  
  Child Protective Services (CPS) 888-713-6115  
  PO Box 9809, Vancouver, WA 98666-8809

RCW 26.44.080
Every person who is required to make, or to cause to be made, a report pursuant to RCW 26.44.030 and 26.44.040 and who
knowingly fails to make, or fails to cause to be made, such report, shall be guilty of a gross misdemeanor.
# Washougal School District
## CHILD ABUSE AND NEGLECT REPORT FORM

Incident must be reported immediately or as soon as possible, but no later than 48 hours, to C.P.S. at (888) 713-6115.

<table>
<thead>
<tr>
<th><strong>PARENT(S) / GUARDIAN(S) IDENTIFICATION</strong></th>
<th><strong>Name of CPS Contact:</strong></th>
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<tbody>
<tr>
<td>Last Name:</td>
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<td>Middle:</td>
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<td>Phone:</td>
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<td>Time of CPS Report:</td>
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<tr>
<th><strong>ALLEGED VICTIM</strong></th>
<th><strong>Type of Child Abuse</strong> (Check all that apply):</th>
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<tbody>
<tr>
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<td>First</td>
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<tr>
<th><strong>OTHER CHILDREN IN FAMILY</strong></th>
<th><strong>Other (explain/describe):</strong></th>
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<td>First</td>
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<th><strong>POLICE INVOLVEMENT:</strong></th>
<th><strong>Officer’s Name:</strong></th>
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<tr>
<th><strong>REPORTER’S IDENTIFICATION</strong></th>
<th><strong>Child taken into protective custody:</strong></th>
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<tbody>
<tr>
<td>Name of Reporter:</td>
<td>Yes</td>
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<tr>
<td>Principal</td>
<td>Teacher</td>
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<tr>
<th><strong>ALLEGED PERPETRATOR IDENTIFICATION</strong></th>
<th><strong>Access to Child:</strong></th>
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<tbody>
<tr>
<td>Relationship to Victim:</td>
<td>Yes</td>
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<tr>
<td>Parent</td>
<td>Foster Parent</td>
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<tr>
<td>Relative</td>
<td>Daycare</td>
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<td>First Name:</td>
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<td>Address:</td>
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<tr>
<td>Telephone Number:</td>
<td>Access to Child:</td>
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**SPECIFIC ALLEGATIONS:**

Please be detailed and factual (where, when, source of information, etc.) Include any evidence that may relate to the cause or extent of the abuse or neglect.

**DO NOT FILE IN CHILD’S SCHOOL RECORD**

06.14
<table>
<thead>
<tr>
<th>Copy to:</th>
<th>Administrator</th>
<th>Counselor</th>
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<tbody>
<tr>
<td>Copy mailed to:</td>
<td>Child Protective Services</td>
<td>PO Box 9809</td>
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<td>Vancouver, WA 98666-8809</td>
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<td></td>
<td>Washougal SD Title IX Officer (Please send under confidential cover)</td>
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