

LOWER COLUMBIA COLLEGE HEAD START/EHS/ECEAP

CONFIDENTIAL**Report of Child Abuse/Neglect**

NOTICE: **Staff shall contact the appropriate community agency immediately and no later than 48 hours** from the date and time the reporting staff member became aware of suspected abuse or neglect. A written report shall be submitted promptly to the agency to which a phone report was made.

Child Protective Services (CPS)

Business Hours: 360-501-2600

711 Vine Street, Suite B

After Hours: 1-800-562-5624

Kelso, WA 98626

FAX: 360-577-2382

Date and time of situation _____

Date and time of call to CPS _____ Spoke with _____ Intake # _____

Date and time of call to Law Enforcement _____ Spoke with _____

Name of Student _____ Age _____ DOB _____

Address _____ Phone _____

Parent/Guardian _____ Phone _____

Primary Language _____ Race/Ethnicity _____

Names/Ages of Siblings/Dates of Birth (if known) _____

Shared Family LOC ID: _____ DST Name(s): _____ Time Notified by Phone: _____

Others in household and relationship to student (if known) _____

Type of Suspected Abuse/Neglect (check all that apply) ☐ Physical Abuse ☐ Neglect ☐ Sexual Abuse☐ Medical Neglect ☐ Emotional Neglect ☐ Sexual Exploitation ☐ Other _____

Alleged Perpetrator _____ Relationship to Victim(s) _____

Specific Allegations (Describe specific behaviors, conditions, and symptoms of abuse/neglect. Include when and where incident(s) occurred and evidence of previous abuse or neglect.)

Reporting staff member _____ Date & Time report completed _____

Signature of Reporter _____

Leadership Team Member Contacted _____ Date & Time _____

Leadership Team Member Signature _____ Date & Time _____

All school personnel attending children and having reasonable cause to believe that children are suffering from physical, emotional, or sexual abuse or neglect, **MUST** report this fact to the Department of Social and Health Services or law enforcement. Staff need not verify that a child has in fact been abused or neglected. Verification is the responsibility of the agency to which the report has been made. Parental notification is not required. The law permits photographing of the child to provide evidence of physical condition. Law against civil liability grants immunity. (RCW 26.44.060)