

What You Can Do

To Prepare:

- Know your legal responsibility as a mandated reporter
- Read the school district policy on child abuse; revise if necessary
- Get to know your local child protection agency caseworkers **before** you need them
- Have the ChildLine number(800-932-0313) on speed dial or in your Rolodex under Child Abuse; include name and phone number of local caseworker on same card
- File a report electronically at www.compass.state.pa.us/cwis
- Be in the loop on attendance issues and concerns
- Identify community resources
- Collaborate with local businesses and community organizations to provide food, clothing or other assistance to families
- Have clothing available in several sizes to accommodate various needs
- Establish and post child abuse protocol in main office and staff areas

For parents:

- Follow up about medication for known medical conditions
- Contact about possible medical problems if truancy is an issue
- Share information on relevant resources i.e. parent support groups, parent education classes, child and family counselors, etc.
- Listen to their concerns about their children

For children:

- Listen carefully
- Take their concerns seriously
- Respect their privacy
- Follow up

When you suspect child abuse:

- Make the report immediately so caseworker can see child before school dismissal
- Include teacher or other person child disclosed to in making the report; keep report and disclosed information **confidential**
- Share all relevant information with child protection caseworker
- Cooperate with investigation/provide space for caseworker to interview child
- Complete required forms (CY 47) if report made by phone
- Follow up to learn outcome of investigation and services provided
- Take care of yourself