

## **REPORTING WHEN A SCHOOL EMPLOYEE IS SUSPECTED OF CHILD ABUSE OR SEXUAL CONDUCT**

Oregon Revised Statutes require the posting in each school building of the name and contact information for the person designated by the LVCS to receive reports of suspected child abuse or sexual conduct by employees and the procedures that person will follow upon receipt of a report. This bill is in addition to mandatory reporting requirements. As a mandatory reporter, employees are still required to contact the Services or a law enforcement agency when child abuse is suspected. **ORS 339.372**

Person: Christine Wilkins  
Executive Director

Address: Luckiamute Valley Charter Schools  
17475 Bridgeport Rd.  
Dallas, OR 97338

Phone: 503-623-4837

### **PROCEDURES**

If you suspect child **abuse by a non-district employee**, call law enforcement or 503-378-6704 and use the Service Agency Report as directed. Reports can also be made to 855-503-SAFE

When an education provider receives a report of suspected child abuse by one of its employees, and the education providers designee determines that there is reasonable cause to support the report, the education provider shall place the school employee on paid administrative leave until further investigations.

#### **Child Abuse Reporting when the suspected offender is not a district employee.**

All employees are subject to policy JHFE and Administrative Rule JHFE-AR

All district employees are required to report suspected child abuse to a local law enforcement agency or The Oregon Department of Human Resources. The number for Polk County is: 503-378-6704. All district employees reporting child abuse must complete the DSD Service Agency Report and submit that report to the building principal or designee.