

ACKNOWLEDGEMENT OF THE STATUTORY REQUIREMENT
THAT SCHOOL PERSONNEL REPORT SUSPECTED CASE(S) OF CHILD ABUSE
AND NEGLECT, AS SET FORTH IN THE ILLINOIS ABUSE
AND NEGLECTED CHILD REPORTING ACT (325 ILCS 5/ ET. SEQ.)

Any school personnel, including but not limited to teachers, administrators, nurses, social workers, and psychologists, who have reasonable cause to believe a child, known to them in their professional capacity, may be an abused or neglected child are required by law to immediately report the case to the Department of Children and Family Services (DCFS). An “abused child” is one whose parent, or immediate family member, or other person responsible for the child’s welfare, or any individual residing in the same home, or a paramour of the child’s parent, inflicts upon or creates a substantial risk of physical or emotional injury to the child, commits a sex offense against the child, or commits torture or inflicts excessive corporal punishment upon the child. A “neglected child” is any child who is not receiving the proper or necessary care and support recognized under State law as necessary for a child’s well-being, or other care necessary for his or her well-being, such as nourishment, medical care, adequate food, clothing and shelter, or who is abandoned. A child may not be considered abused or neglected solely because a parent or guardian, in good faith, depends upon spiritual means through prayer alone for the treatment of disease. A child may not be considered abused or neglected solely because the child is not attending school in accordance with the requirements of Article 26 of the School Code.

A report of suspected child abuse or neglect must be made orally to the DCFS either by calling the statewide 24-hour child abuse hotline number (1-800-252-2873) or by contacting the nearest DCFS office by telephone or in person. The oral report must be confirmed in writing to the appropriate Child Protective Service Unit within 48 hours. School personnel are not required by law to inform the school administrator that they have reported a suspected abuse or neglect case to the DCFS, but ROE policy requires that they do so.

When making a report to the DCFS, the following information is required, if known:

1. The name and address of the child and his/her parents or guardian
2. The child’s age, sex, and race.
3. The nature and extent of the abuse or neglect.
4. Any evidence or previous injuries, abuse or neglect of the child or his/her siblings.
5. The names of persons apparently responsible for the abuse or neglect.
6. The family’s composition, including the names, ages, sexes, and races of other children.
7. The reporter’s name, occupation, and a place where he/she may be reached.
8. The actions taken by the reporter, including the taking of photographs and x-rays, placing the child in temporary protective custody, or notifying the medical examiner or coroner.
9. Any other information the reporter believes may be relevant or helpful.

Any school personnel who report a suspected case child abuse or neglect have complete legal immunity if the report was made in good faith. The name of the reporter is kept confidential.

Any school personnel who willfully fail to report a case of abuse or neglect to the DCFS are guilty of a Class A misdemeanor and subject to a \$1,000 fine or up to one year in prison, or both. Any school personnel who knowingly transmit a false report to the DCFS are guilty of disorderly conduct under subsection (a) (7) of Section 26-1 of the Criminal Code of 1961. A first violation of this subsection is also a Class A misdemeanor, punishable by a term of imprisonment for up to one year, or by a fine not to exceed \$1,000, or both. A second or subsequent offense of transmitting a false report to the DCFS is a Class 4 felony.

The undersigned has made very reasonable effort to notify the person responsible for the child's welfare of this investigation and/or of the photograph to be taken of the child.

Approved:

07/01/01

(Acknowledgment of DCFS Requirement)