

## **DIOCESE OF SALINA**

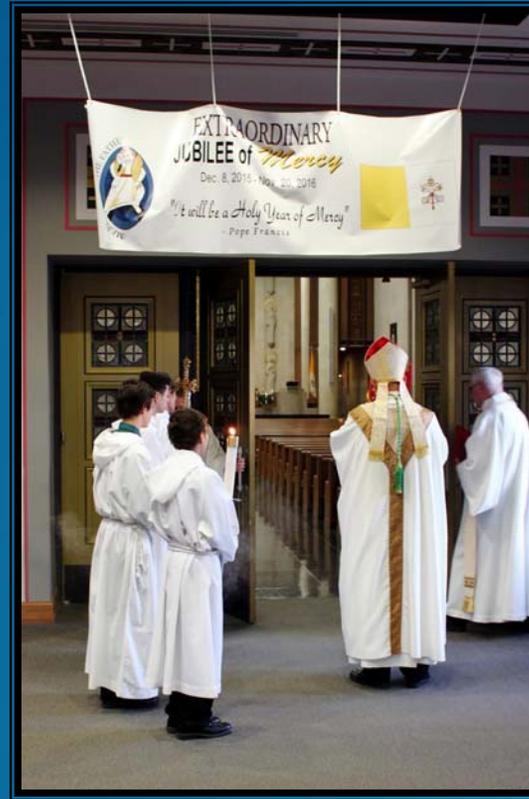
### *Mandatory Reporting For Teachers, Employees And Volunteers*

#### **4. CONFIDENTIALITY of report:**

The mandatory reporter will keep the information disclosed to the Secretary of the Department of Children and Families and/or law enforcement in strict confidence. The reporter will not disclose the specific facts and information to any person other than the individuals directly involved in the reporting of the abuse of the child.

#### **5. VIOLATIONS:**

Willful and knowing failure to make a report required by this section is a class B misdemeanor. It is NOT a defense that another mandatory reporter made a report.



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Office of Safety & Security  
Diocese of Salina  
P.O. Box 980  
Salina, KS 67402-0980

## REPORTING OF ABUSE, NEGLECT AND EXPLOITATION OF A CHILD

Reports of Abuse, Neglect and exploitation of a child shall be made to the Kansas Protection Report Center online ([www.dcf.ks.gov](http://www.dcf.ks.gov)) or by calling:

**1-800-922-5330**

### 1. WHO must report?

According to Kansas State Statutes (K.S.A. 38-2223), the following are Child Mandated Reporters:

- ◆ Teachers
- ◆ School Administrators
- ◆ Other employees of an educational institution which the child is attending
- ◆ Persons licensed by the Secretary of Health and Environment to provide child care services
- ◆ The employees of persons so licensed at the place where the child care services are being provided to the child
- ◆ Licensed professional or practical nurses
- ◆ Licensed social workers

(See K.S.A. 38-2223 for a complete list of mandatory reporters)

Employees/personnel and volunteers who are mandatory reporters must report the alleged abuse directly to civil authorities. If you suspect a child is being abused or neglected, please telephone:

1-800-922-5330

After reporting alleged abuse to civil authorities, all employees/personnel and volunteers are obligated to report such abuse to their immediate supervisor. The supervisor will then report the alleged abuse to Pamela Sullivan, Chancellor.

If any employee, teacher, school administrator, pastor or volunteer has any questions regarding suspected child abuse or if a report is required please direct all inquiries to

**Pamela Sullivan at (785) 820.8704 Ext. 18**

All employees, teachers, school administrators, pastors, volunteers are strongly encouraged to report suspected child abuse to the Catholic Diocese of Salina Abuse of Minors Pastoral Response Hotline – 785.825.0865. Calls to this number will be answered by the Diocesan Assistance Coordinator who will offer to arrange counseling to the victim if the caller so desires.

### 2. WHEN is a report of abuse to a child required?

A report **MUST** be made when a person in any of the categories listed in K.S.A. 38-2223 (a)(1) has reason to suspect that a child has been harmed as a result of physical neglect, sexual abuse, mental or emotional abuse.

“Reason to suspect” means—any time a reporter believes, or has a hint, or a clue, a child is, or has been a victim of abuse or neglect.

### 3. FORM of report:

Under K.S.A. 38-2223(b), a report may be made orally and shall be followed by a written report if requested. Every report shall contain, if known: The names and addresses of the child and child’s parents or other persons responsible for the child’s care; the location of the child if not at the child’s residence; the child’s gender, race and age; the reasons why the reporter suspects the child may be a child in need of care; if abuse or neglect or sexual abuse is suspected, the nature and extent of the harm to the child, including any evidence of previous harm; and any other information that the reporter believes might be helpful in establishing the cause of the harm and identity of the persons responsible for the harm.

The report must be made to the Secretary of the Department of Children and Families. When the Department of Children and Families is not open for business, reports shall be made to the appropriate law enforcement agency.