



## **Child Abuse and Neglect Policy**

All of our staff have a responsibility to prevent child abuse and neglect of any children involved in our center.

### 1. Definition:

Child Abuse includes:

- any non-accidental physical or mental injury (i.e.: shaking, beating, burning)
- any form of sexual abuse (i.e. sexual exploitation)
- neglect of a child (i.e. failure to provide food, clothing, shelter, education, mental care, appropriate supervision)
- emotional abuse(i.e. excessive belittling, berating or teasing which impairs the child's psychological growth)
- at risk behavior (i.e. placing a child in a situation which might endanger him by abuse or neglect)

Child Abuse is defined as:

A child who has had

- non-accidental physical injuries inflicted upon him/her
- injuries which are at variance with the history given of them
- is in a condition which is the result of maltreatment, such as, but not limited to, malnutrition, sexual exploitation, deprivation of necessities, emotional maltreatment or cruel punishment

Child Neglect is defined as:

A child who has been:

- abandoned
- denied proper care and attention physically, educationally, emotionally or morally
- allowed to live under circumstances, conditions or associations injurious to his well being (CT GS 46b-120)

### 2. Staff responsibilities:

As child care providers we are mandated by law to report actual or suspected child abuse or neglect or the imminent risk of serious harm of any child.

### 3. Specifics on reporting a suspected case of abuse or neglect

- Call the Department of Children and Families (open 24 hours a day) at **1-800-842- 2288**
- Call the Department of Public Health at 1-800-282-6063 or 860-509-8045.
- The reporter's name is required, but may be kept confidential.

Information needed:

- name of child
- address of child
- phone number of child
- name of parents/guardians
- address of parents/guardians
- phone number of parents/guardians
- relevant information such as: physical or behavioral indicator, nature and extent of injury, maltreatment or neglect
- exact description of what the reporter has observed
- time and date of incident



- information about previous injuries, if any
- circumstances under which reporter learned of abuse
- name of any person suspected of causing injury
- any information reporter believes would be helpful
- any action taken to help or treat the child
- seek medical attention for the child- if needed

Mandated reporters must report orally to DCF or a law enforcement agency within 12 hours of suspecting that a child has been abused or neglected. Within 48 hours of making the report, the mandated reporter must submit a written report (DCF-136) to DCF.

Staff are protected by law from discrimination or retaliation for reporting suspected abuse or neglect (CT GS, Section 17a-101e).

All phone calls to DCF shall be documented and kept on file at the Center. A copy of all statements from staff and the DCF-136 shall also be kept on file.

4. The management of this program supports a zero tolerance for abuse and neglect and will implement immediate action (suspension, reassignment of job duties, etc.) should there be an allegation that a staff member abused or neglected a child.

5. Staff training:

Staff will be required to attend bi-annual staff meetings, held in September and February, focusing on the steps for reporting suspected abuse and neglect and the role of a mandated reporter. All new staff will be trained in these procedures prior to their start in the classroom.

6. Provisions for informing families of abuse and neglect policy:

A copy of this policy will be posted on the parent board, and our website. The Director must immediately inform the parents/guardians that a report has been made to DCF.