

Santa Clara County Office of Education

Students

SP 4141.4

Child and Dependent Adult Abuse Prevention and Reporting

The Santa Clara County Superintendent (County Superintendent) is committed to supporting the safety and well-being of students and desires to facilitate the prevention of and response to child abuse and neglect. The County Superintendent or designee shall develop and implement regulations and strategies for preventing, recognizing, and promptly reporting known or suspected child abuse and neglect. The Superintendent or designee may provide a student who is a victim of abuse with school-based mental health services or other support services and/or may refer the student to resources available within the community as needed.

(cf. 1020 - Youth Services)

(cf. 5141.6 - School Health Services)

Child Abuse Prevention and Reporting

The County Superintendent recognizes that child abuse has severe consequences and that the Santa Clara County Office of Education (SCCOE) has a responsibility to protect students by facilitating the prompt reporting of known and suspected incidents of child abuse. The County Superintendent or designee shall establish procedures for the prevention, identification, and reporting of known and suspected child abuse and neglect in accordance with law to the extent feasible and appropriate.

(cf. 4119.21/4219.21/4319.21 - Professional Standards)

(cf. 5145.7 - Sexual Harassment)

Procedures for reporting child abuse shall be included in the SCCOE comprehensive safety plan. (Education Code 32282)

(cf. 0450 - Comprehensive Safety Plan)

Employees who are mandated reporters, as defined by Penal Code, Welfare and Institutions Code, and administrative regulation, are obligated to report all known or suspected incidents of abuse and neglect. Adult Protective Services must be notified of suspected abuse toward SCCOE students with disabilities (dependent adults) who are 18-22 years of age.

Before beginning employment, all employees who are mandated reporters as defined above shall sign a statement indicating that he/she has knowledge of the reporting obligations under Penal Code 11166 and the SCCOE's procedures and will comply with those provisions. The signed statement shall be retained in the employees personnel file. (Penal Code 11166.5)

Mandated reporters shall not investigate any suspected incidents but rather shall cooperate with agencies responsible for investigating and prosecuting cases of child abuse and neglect.

The County Superintendent or designee shall provide annual training within the first six (6) weeks of school or within six (6) weeks of employment regarding the reporting duties of mandated reporters.

Teachers applying to the Commission on Teacher Credential for a new credential or a renewal of their credential must read and sign a statement that they understand the duties imposed on them as mandated reporters pursuant to Penal Code 11164-11174.3.

SCCOE employees who fail to report such abuse or neglect may be subject to criminal or civil penalties as well as disciplinary action by SCCOE, including dismissal. SCCOE employees who unlawfully disclose information from abuse/neglect reports may be subject to fines and/or imprisonment. (Education Code 44691, 48987; Penal Code 11164 et seq.; Welfare and Institutions Code 15600 et seq.)

Legal Reference:

EDUCATION CODE

32280-32288 Comprehensive school safety plans
33195 Heritage schools, mandated reporters
33308.1 Guidelines on procedure for filing child abuse complaints
44252 Teacher credentialing
44690-44691 Staff development in the detection of child abuse and neglect
44807 Duty concerning conduct of students
48906 Notification when student released to peace officer
48987 Dissemination of reporting guidelines to parents
49001 Prohibition of corporal punishment
51220.5 Parenting skills education
51900.6 Sexual abuse and sexual assault awareness and prevention

PENAL CODE

152.3 Duty to report murder, rape, or lewd or lascivious act
273a Willful cruelty or unjustifiable punishment of child; endangering life or health
288 Definition of lewd or lascivious act requiring reporting
11164-11174.4 Child Abuse and Neglect Reporting Act

WELFARE AND INSTITUTIONS CODE

15630-15637 Dependent adult abuse reporting

CODE OF REGULATIONS, TITLE 5

4650 Filing complaints with CDE, special education students

COURT DECISIONS

Camreta v. Greene (2011) 131 S.Ct. 2020

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Health Education Content Standards for California Public Schools, Kindergarten Through Grade Twelve

Health Framework for California Public Schools, Kindergarten Through Grade Twelve

WEB SITES

California Attorney General's Office, Suspected Child Abuse Form:

http://www.ag.ca.gov/childabuse/pdf/ss_8572.pdf California Department of Education, Safe

Schools: <http://www.cde.ca.gov/ls/ss/ap>

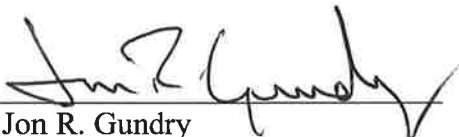
California Department of Social Services, Children and Family Services Division:

<http://www.childsworld.ca.gov>

U.S. Department of Health and Human Services, Child Welfare Information Gateway:

<https://www.childwelfare.gov/can>

Approved by SCCOE Cabinet on **December 1, 2015**

By 
Jon R. Gundry
County Superintendent of Schools

Policy
adopted: October 20, 2010
revised: December 1, 2015

SANTA CLARA COUNTY OFFICE OF EDUCATION
San Jose, California

Santa Clara County Office of Education

Students

AR 4141.4

Child and Dependent Adult Abuse Prevention and Reporting

Definitions

Child abuse or neglect includes the following: (Penal Code 11165.5, 11165.6)

1. A physical injury or death inflicted by other than accidental means on a child by another person
2. Sexual abuse of a child, including sexual assault or sexual exploitation, as defined in Penal Code 11165.1
3. Neglect of a child as defined in Penal Code 11165.2
4. Willful harming or injuring of a child or the endangering of the person or health of a child as defined in Penal Code 11165.3
5. Unlawful corporal punishment or injury as defined in Penal Code 11165.4

(cf. 4119.21/4219.21/4319.21 - Professional Standards)

(cf. 5145.7 - Sexual Harassment)

Child abuse or neglect does not include:

1. A mutual affray between minors (Penal Code 11165.6)
2. An injury caused by reasonable and necessary force used by a peace officer acting within the course and scope of his/her employment (Penal Code 11165.6)
3. An injury resulting from the exercise by a teacher, vice principal, principal, or other certificated employee of the same degree of physical control over a student that a parent/guardian would be privileged to exercise, not exceeding the amount of physical control reasonably necessary to maintain order, protect property, protect the health and safety of students, or maintain proper and appropriate conditions conducive to learning (Education Code 44807)
4. An injury caused by a school employee's use of force that is reasonable and necessary to quell a disturbance threatening physical injury to persons or damage to property, to protect

himself/herself, or to obtain weapons or other dangerous objects within the control of the student (Education Code 49001)

(cf. 5131.7 - Weapons and Dangerous Instruments)

(cf. 5144 - Discipline)

(cf. 6159.4 - Behavioral Interventions for Special Education Students)

5. Physical pain or discomfort caused by athletic competition or other such recreational activity voluntarily engaged in by the student (Education Code 49001)

(cf. 6142.7 - Physical Education and Activity)

6. Homelessness or classification as an unaccompanied minor (Penal Code 11165.15)

A dependent adult means any person between the ages of 18 and 64 years who resides in this state and who has physical or mental limitations that restrict his or her ability to carry out normal activities or to protect his or her rights, including, but not limited to, persons who have physical or developmental disabilities, or whose physical or mental abilities have diminished because of age.

Dependent adult abuse or neglect is defined as follows: (Welfare and Institutions Code 15610.05-15610.07)

Physical abuse, neglect, financial abuse, abandonment, isolation, abduction, or other treatment with resulting physical harm or pain or mental suffering.

Mandated reporters include, but are not limited to, teachers; instructional aides; teacher's aides or assistants; classified employees; certificated pupil personnel employees; administrative officers or supervisors of child attendance; athletic coaches, administrators, and directors; administrators and employees of a licensed child day care facility; Head Start teachers; licensed nurses or health care providers; and administrators, presenters, and counselors of a child abuse prevention program. (Penal Code 11165.7)

Before beginning employment, all employees who are mandated reporters as defined by the law shall sign a statement indicating that he/she has knowledge of the reporting obligations under Penal Code 11166, Welfare and Institutions Code 15630, and the SCCOE's procedures will comply with those provisions. The signed statement shall be retained in the employees personnel file. (Penal Code 11166.5)

The SCCOE will defend employees who file suspected child abuse or dependent adult abuse reports in the course and scope of their employment consistent with Board policy, administrative regulations, and the law against any actions or claims that may be a result of such report.

Reasonable suspicion means that it is objectively reasonable for a person to entertain a suspicion, based upon facts that could cause a reasonable person in a like position, drawing when appropriate on his/her training and experience, to suspect child abuse or neglect. However, reasonable suspicion does not require certainty that child abuse or neglect has occurred nor does it require a specific medical indication of child abuse or neglect. (Penal Code 11166)

Reportable Offenses

A mandated reporter shall make a report using the procedures provided below whenever, in his/her professional capacity or within the scope of his/her employment, he/she has knowledge of or observes a child or dependent adult whom the mandated reporter knows or reasonably suspects has been the victim of abuse or neglect. (Penal Code 11166 and Welfare and Institutions Code 15630)

Any mandated reporter who has knowledge of or who reasonably suspects that a child is suffering serious emotional damage or is at a substantial risk of suffering serious emotional damage, based on evidence of severe anxiety, depression, withdrawal, or untoward aggressive behavior toward self or others, may make a report to the appropriate agency. (Penal Code 11166.05, 11167)

Any person shall notify a law enforcement agency if he/she reasonably believes that he/she has observed the commission of a murder, rape, or lewd or lascivious act by use of force, violence, duress, menace, or fear of immediate and unlawful bodily injury, where the victim is a child under age 14. (Penal Code 152.3, 288)

Responsibility for Reporting

The reporting duties of mandated reporters are individual and cannot be delegated to another person. (Penal Code 11166)

When two or more mandated reporters jointly have knowledge of a known or suspected instance of child abuse or neglect or abuse or neglect of a dependent adult, the report may be made by a member of the team selected by mutual agreement and a single report may be made and signed by the selected member of the reporting team. Any member who has knowledge that the member designated to report has failed to do so shall thereafter make the report. (Penal Code 11166 and Welfare and Institutions Code 15630)

No supervisor or administrator shall impede or inhibit a mandated reporter from making a report. (Penal Code 11166 and Welfare and Institutions Code 15630)

Any person not identified as a mandated reporter by law who has knowledge of or observes a child or dependent adult whom he/she knows or reasonably suspects has been a victim of abuse or neglect may report the known or suspected instance of abuse or neglect to the appropriate agency. (Penal Code 11166 and Welfare and Institutions Code 15631)

(cf. 1240 - Volunteer Assistance)

Reporting Procedures for Incidents Involving Students Under the Age of 18

1. Initial Telephone Report

Mandated reporters shall call 9-1-1 for immediate emergencies.

Immediately or as soon as practicable after knowing or observing suspected child abuse or neglect, a mandated reporter as defined by law shall make an initial report by telephone. When the initial telephone report is made, the mandated reporter shall note the name, address, and age of child involved, provide a clear description of suspected child abuse or neglect, and note the name of the screening social worker who took the call and any instructions given. (Penal Code 11165.9, 11166)

Where the situation is not an emergency needing the police, reports should be made to the Santa Clara County Department of Family and Children's Services (DFCS) Child Abuse and Neglect Center (CANC) Hotline in the following areas:

- San Jose Area (Central County): (408) 299-2071
- Gilroy/Morgan Hill Area (South County): (408) 683-0601
- Palo Alto Area (North County): (650) 493-1186

2. Written Report

After making the initial phone call and within 36 hours of knowing or observing the information concerning the incident, the mandated reporter shall then prepare and either send, fax, or electronically submit to the appropriate agency a written follow-up report, which includes a completed Department of Justice form, Suspected Child Abuse Report (SCAR) (SS 8572). (Penal Code 11166, 11168)

The Department of Justice forms are available:

1. In the office of the principal, site administrator, or designee;
2. Online at http://ag.ca.gov/childabuse/pdf/ss_8572.pdf;
3. In the SCCOE Human Resources office, call (408) 453-6574; or
4. Contact DFCS at (408) 299-2071.

Forms shall be mailed or faxed to DFCS at:

373 West Julian 2nd Floor
San Jose, CA 95110
Fax: (408) 975-5851
Phone: (408) 501-6300

Reports of suspected child abuse or neglect shall include, if known: (Penal Code 11167)

- a. The name, business address, and telephone number of the person making the report and the capacity that makes the person a mandated reporter
- b. The child's name and address, present location and, where applicable, school, grade, and class
- c. The names, addresses, and telephone numbers of the child's parents/guardians
- d. The information that gave rise to the reasonable suspicion of child abuse or neglect and the source(s) of that information
- e. The name, address, telephone number, and other relevant personal information about the person who might have abused or neglected the child

The mandated reporter shall make a report even if some of this information is not known or is uncertain to him/her. (Penal Code 11167)

Information relevant to the incident of child abuse or neglect also may be given to an investigator from an agency that is investigating the case. (Penal Code 11167)

The mandated reporter may give to an investigator from an agency investigating the case, including a licensing agency, any information relevant to an incident of child abuse or neglect or to a report made for serious emotional damage pursuant to Penal Code 11166.05. (Penal Code 11167)

Employees shall keep a copy of the complete written report that is filed.

Reporting Procedures for Incidents Involving Dependent Adults 18-22 Years of Age

1. Initial Telephone Report

Mandated reporters shall call 9-1-1 for immediate emergencies.

Immediately or as soon as practicably possible after the known or suspected abuse, a mandated reporter as defined by this administrative regulations shall make an initial report by telephone to the Santa Clara County Adult Protective Services (APS). (Welfare and Institutions Code 15630)

Adult Protective Services:
(408) 975-4900 or 1-800-414-2002

If the suspected abuse results in serious bodily injury, a telephone report shall be made to the local law enforcement agency immediately, but also no later than within two hours of the mandated reporter observing, obtaining knowledge of, or suspecting physical abuse. If

the suspected abuse does not result in serious bodily injury, a telephone report shall be made to the local law enforcement agency within 24 hours of the mandated reporter observing, obtaining knowledge of, or suspecting physical abuse. (Welfare and Institutions Code 15630)

2. Written Report

If the suspected abuse does not result in serious bodily injury, within two working days of the mandated reporter observing, obtaining knowledge of, or suspecting physical abuse, a written report shall be made to Adult Protective Services.

Mandated Reporters and all other reporters use this form:
Report of Suspected Dependent Adult/Elder Abuse: SOC 341(also available in Human Resources)

Mail the written report to:

Santa Clara County Adult Protective Services
333 West Julian Street – Fourth Floor
San Jose, CA 95110

Reports of suspected abuse or neglect shall include, if known: (Welfare and Institutions Code 15630)

- a. The name of the person making the report and the capacity that makes the person a mandated reporter
- b. The name and age of the dependent adult
- c. The present location of the dependent adult
- d. The names and addresses of family members or any other adult responsible for the dependent adult's care
- e. The nature and extent of the dependent adult's condition
- f. The date of the incident, and any other information, including information that led that person to suspect dependent adult abuse, as requested by the agency receiving the report.

Employees shall keep a copy of the complete written report that is filed.

Internal Reporting for Incidents Involving Students 0-17 and Dependent Adults 18-22

The mandated reporter shall not be required to disclose his/her identity to the employer, supervisor, school principal, school counselor, co-worker, or other person. (Penal Code 11166)

However, employees reporting abuse or neglect to an appropriate agency are encouraged, but not required, to notify their employer, supervisor, school principal, school counselor, co-worker, or other person as soon as possible after the initial telephone report to the appropriate agency. When so notified, the employer, supervisor, school principal, school counselor, co-worker, or other person shall inform the County Superintendent or designee and shall provide the mandated reporter with any assistance necessary to ensure that reporting procedures are carried out in accordance with law, Board policy, and administrative regulation. At the mandated reporter's request, the employer, supervisor, principal, school counselor, co-worker, or other person may assist in completing and filing the necessary forms.

Reporting the information to an employer, supervisor, principal, school counselor, co-worker, or other person shall not be a substitute for making a mandated report to the appropriate agency. (Penal Code 11166)

Internal Action for Incidents Involving SCCOE Employees and Those with Contact of SCCOE Students

If an employee has knowledge of or reasonably suspects that another SCCOE employee, volunteer, or contractor and other campus visitors who work with or has contact with students on campus has or is engaged in conduct that may be an indication of suspected abuse or neglect, they must take the following actions:

Call 9-1-1- for immediate emergencies

1. File a Suspected Child Abuse Report by telephone to the police or Adult Protective Services depending on the age of the student (see above reporting procedures)
2. Depending on the age of the student, submit a Suspected Child Abuse Report form (SCAR-SS 8572) within 36 hours or Report of Suspected Dependent Adult/Elder Abuse: SOC 341 within 2 hours or two working days (see above reporting procedures)
3. Immediately notify their supervisor of the alleged inappropriate conduct and complete an SCCOE confidential student/staff incident report (for incidents involving SCCOE employee, volunteer, or contractor and other campus visitors who work with or has contact with students on campus)
4. If the allegation involves the site administrator, the employee shall contact the program director

The County Superintendent or designee so notified shall provide the mandated reporter with any assistance necessary to ensure that reporting procedures are carried out in accordance with law, Board policy, and administrative regulation.

After completion of the appropriate written follow-up report, and after providing that form to the appropriate agency, the mandated reporter shall provide that form to the principal, site administrator, or designee. The mandated reporter shall not be required to disclose his/her identity to the principal, site administrator, or designee and may remove his/her name from the form. (Penal Code 11166)

The County Superintendent or designee shall maintain a record of all reported cases of suspected student abuse regarding employees or others. All complaints and allegations of student abuse shall be kept confidential except as necessary to carry out the investigation or take other subsequent necessary action.

No student shall be required or asked to meet with the employee, volunteer, or contractor who has allegedly abused that student. If the employee, volunteer, or contractor suspected of sexual misconduct is a district employee, volunteer, or contractor, then during the course of the investigation, he/she shall discontinue contact with students.

Discipline

Any SCCOE employee, volunteer, or contractor who is determined, after an investigation, to have engaged in any activity in violation of this policy/administrative regulation, including, but not limited to failure to report known or reasonably suspected child abuse and neglect, will be subject to disciplinary action up to and including discharge.

The SCCOE will discipline any individual who retaliates against any person who reports suspected child abuse and/or neglect or who retaliates against any person who testifies, assists, or participates in an investigation, a proceeding, or a hearing relating to a child abuse and/or neglect complaint. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment.

Cautionary Note:

1. The reporting responsibility has not been discharged until both the telephone call and written reports are complete.
2. School personnel are not to engage in any investigation of suspected cases. The investigation will be done by the child protective services office or Adult Protective Services.
3. The reporting responsibility is an individual one which is not discharged by report to supervisors or administrators.

Employees shall keep a copy of the complete written report that is filed.

Reporting to a Licensing Agency

When the SCCOE receives a report that contains either of the following, it shall, make a report to the Department of Social Services (DSS) by telephone or fax within the DSS's next working day and during its normal business hours:

1. A report of abuse alleged to have occurred in facilities licensed to care for children by the State Department of Social Services.
2. A report of the death of a child who was, at the time of death, living at, enrolled in, or regularly attending a facility licensed to care for children by the State Department of Social Services, unless the circumstances of the child's death are clearly unrelated to the child's care at the facility.

In addition, a written report containing the following information shall be submitted to DSS within seven (7) days following the occurrence of such event:

1. Child's name, age, sex, and date of admission
2. Date and nature of event
3. Attending physician's name, findings, and treatment, if any
4. Disposition of the case

The SCCOE shall send the licensing agency a copy of its investigation and any other pertinent materials. (Penal Code 11166.1)

Employees shall keep a copy of the complete written report that is filed.

Failure to Report

Any person mandated by Penal Code who fails to report any instance of child abuse or neglect that he/she know or reasonably suspects to exist may incur criminal, civil, and/or professional liability. Failure to report is a misdemeanor and punishable by confinement in county jail for a term not to exceed six months or by a fine of not more than one thousand dollars (\$1,000) or by both. However, if "death or great bodily injury" happens to the child as a result of the abuse, the mandated reporter is guilty of a misdemeanor punishable by not more than one year in a county jail, by a fine of not to exceed five thousand dollars (\$5,000) or by both. (Penal Code 11166)

Training

Within the first six weeks of each school year, the County Superintendent or designee shall provide training on mandated reporting requirements to SCCOE employees and persons working on their behalf who are mandated reporters as defined by law. Any school personnel hired during the school year shall receive training within the first six weeks of employment. (Education Code 44691; Penal Code 11165.7) Training may also be provided to SCCOE employees not defined as mandated reporters by law. SCCOE employees not defined as mandated reporters by law are not required to attend training and there are no legally mandated timelines to participate in such training; however, new employees as of January 1, 2015 are required to participate in training as part of the new employee orientation.

(cf. 4131/4231/4331 – Staff Development)

Training of mandated reporters shall include, but not necessarily be limited to, training in identification and mandated reporting of child abuse and neglect. In addition, the training shall include information that failure to report an incident of known or reasonably suspected child abuse or neglect as required by law is a misdemeanor punishable by imprisonment and/or a fine as specified. (Education Code 44691; Penal Code 11165.7)

The County Superintendent or designee shall obtain and retain proof of each mandated reporter's completion of the training. (Education Code 44691)

Unless otherwise specifically provided, the absence of training shall not excuse a mandated reporter from the duties imposed under the Penal Code.

(cf. 4119.21/4219.21/4319.21 - Professional Standards)

(cf. 4131/4231/4331 - Staff Development)

(cf. 5145.7 - Sexual Harassment)

Victim Interviews by Social Services

Whenever the Department of Social Services or another government agency is investigating suspected child abuse or neglect that occurred within the child's home or out-of-home care facility, the student may be interviewed by an agency representative during school hours, on school premises,. The County Superintendent or designee shall give the student the choice of being interviewed in private or in the presence of any adult school employee or volunteer aide selected by the student. (Penal Code 11174.3)

A staff member or volunteer aide selected by a child may decline to be present at the interview. If the selected person accepts, the principal or designee shall inform him/her of the following requirements: (Penal Code 11174.3)

1. The purpose of the selected person's presence at the interview is to lend support to the child and enable him/her to be as comfortable as possible.
2. The selected person shall not participate in the interview.
3. The selected person shall not discuss the facts or circumstances of the case with the child.
4. The selected person is subject to the confidentiality requirements of the Child Abuse and Neglect Reporting Act, a violation of which is punishable as specified in Penal Code 11167.5.

If a staff member agrees to be present, the interview shall be held at a time during school hours when it does not involve an expense to the school. (Penal Code 11174.3)

Release of Child to Law Enforcement Officer

When a child is released to a law enforcement officer and taken into custody as a victim of suspected child abuse or neglect, the County Superintendent or designee and/or principal shall not notify the parent/guardian, but rather shall provide the peace officer with the address and telephone number of the child's parent/guardian. It is the responsibility of the peace officer or agent to notify the parent/guardian of the situation. (Education Code 48906)

(cf. 5145.11 - Questioning and Apprehension by Law Enforcement)

Parent/Guardian Complaints

Upon request, the County Superintendent or designee shall provide parents/guardians with a copy of this administrative regulation which contain procedures for reporting suspected child abuse occurring at a school site to appropriate agencies. For parents/guardians whose primary language is other than English, such procedures shall be in their primary language and, when communicating orally regarding those procedures, an interpreter shall be provided.

(cf. 5145.6 - Parental Notifications)

To file a complaint against a SCCOE employee or other person suspected of child abuse or neglect at a school site, parents/guardians may file a report by telephone, in person, or in writing with any appropriate agency identified above under "Reporting Procedures." If a parent/guardian makes a complaint about an employee to any other employee, the employee receiving the information shall notify the parent/guardian of procedures for filing a complaint with the appropriate agency. The employee also is obligated pursuant to Penal Code 11166 to file a report himself/herself using the procedures described above for mandated reporters.

In addition, if the child is enrolled in special education, a separate complaint may be filed with the California Department of Education pursuant to 5 CCR 4650.

(cf. 1312.3 - Uniform Complaint Procedures)

Notifications

The County Superintendent or designee shall provide to all new employees who are mandated reporters as defined by Penal Code, Welfare and Institutions Code, and this administrative regulation a statement that informs them of their status as mandated reporters, of their reporting obligations under Penal Code 11166, and of their confidentiality rights under Penal Code 11167. The SCCOE also shall provide these new employees with a copy of Penal Code 11165.7, 11166, and 11167. (Penal Code 11165.7, 11166.5)

Before beginning employment, employees shall sign a statement indicating that they have knowledge of the reporting obligations under Penal Code 11166 and that they will comply with those provisions. The signed statements shall be retained by the County Superintendent or designee. (Penal Code 11166.5)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

The County Superintendent or designee also shall notify all employees that:


1. A mandated reporter as defined by the Penal Code who reports a known or suspected instance of child abuse or neglect shall not be held civilly or criminally liable for making a report and this immunity shall apply even if the mandated reporter acquired the knowledge or reasonable suspicion of child abuse or neglect outside of his/her professional capacity or outside the scope of his/her employment. Any other person making a report shall not incur civil or criminal liability unless it can be proven that he/she knowingly made a false report or made a report with reckless disregard of the truth or falsity of the report. (Penal Code 11172)
2. If a mandated reporter as defined by the Penal Code fails to report an incident of known or reasonably suspected child abuse or neglect, he/she may be guilty of a crime punishable by a fine and/or imprisonment. (Penal Code 11166)
3. No employee shall be subject to any sanction by the SCCOE for making a report unless it can be shown that he/she knowingly made a false report or made a report with reckless disregard of the truth or falsity of the report. (Penal Code 11166)

Confidentiality

Reports of suspected child abuse or neglect and information contained therein are confidential and may be disclosed only as follows:

- a. The identity of the reporting person(s) shall be disclosed only between child protective agencies; to counsel representing a child protective agency; to the district attorney in a criminal prosecution or in an action initiated under the Welfare and Institutions Code section 602 arising from alleged child abuse or neglect; to counsel appointed pursuant to subdivision (c) of the Welfare and Institutions Code section 317; to the county counsel or district attorney in an action initiated under Welfare and Institutions Code section 300 (dependent children); to a licensing agency when abuse or neglect in out-of-home care is suspected; by court order; in a criminal or civil proceeding; or when the person who reports waives confidentiality.
- b. The contents of the report shall only be disclosed to persons or agencies permitted under Section D.5.a. and Penal Code 11167(d) and 11675.5 which require that the identity of all person who report child abuse or neglect remain confidential

Approved by SCCOE Cabinet on **December 1, 2015**

By 
Jon R. Gundry
County Superintendent of Schools

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Regulation

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SANTA CLARA COUNTY OFFICE OF EDUCATION

San Jose, California