

## CALIFORNIA MANDATED REPORTING EASY STEPS...

### WHAT MUST BE REPORTED and HOW TO REPORT

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The SLUSD Board Policy 5141.4 establishes the procedures and policies for reporting child abuse. Any employee who has a reasonable suspicion that child abuse has occurred is a mandated reporter and must report suspected child abuse. The following information provides an overview of the reporting process. For more information please review SLUSD Board Policy 5141.4.

#### **WHAT MUST BE REPORTED:**

Any of the below acts involving anyone under the age of 18:

- \*Physical Abuse      \*Emotional Abuse
- \*Sexual Abuse        \*Neglect

The mandated reporter must only have **reasonable suspicion** that a child has been mistreated; no evidence or proof is required to make a report. The case will be further investigated by law enforcement and/or child welfare services.

#### **HOW TO REPORT:**

**By Telephone:** Immediately, or as soon as possible, make a report to child welfare services and/or to a police or sheriff's department.

1. **Child Protective Services:** (510) 259-1800  
24085 Amador Street, Hayward, CA. 94544
  
2. **San Leandro Police Department:** (510) 577-3201  
901 East 14th Street, San Leandro CA.

**In Writing:** Within 36 hours, a written report must be sent, faxed or submitted electronically to the appropriate agency. The written report should be completed on a state form called the 8572, which can be downloaded at: [http://ag.ca.gov/childabuse/pdf/ss\\_8572.pdf](http://ag.ca.gov/childabuse/pdf/ss_8572.pdf)

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#### **OTHER INFORMATION:**

##### **Safeguards for Mandated Reporters:**

- The Child Abuse and Neglect Reporting Act (CANRA) states that the name of the mandated reporter is strictly confidential, although it is provided to investigative parties working the case.
- Under state law, mandated reporters cannot be held liable in civil or criminal court when reporting as required; however, under federal law mandated reporters only have immunity for reports made in good faith.

##### **Failure to Report:**

- Failure to report concerns of child abuse or neglect is considered a misdemeanor and is punishable in California by six months in jail and/or up to a \$1,000 fine.
- For the complete law and a list of mandated reporters refer to California Penal Codes 11164-11174.3.