

Sexual Abuse & Assault/Child Abuse

Sexual Abuse/Assault

IN COMPLIANCE WITH STATE LAW ALL CASES OF CHILD ABUSE, SEXUAL OR OTHERWISE, MUST BE REPORTED TO CHILDREN'S PROTECTIVE SERVICES (CPS) at (1-800-609-8764) OR TO THE POLICE (911) WITHIN 48 HOURS.

All sex offenses, whether committed by or against a minor, are extremely serious and should be handled by school staff in an appropriate and timely fashion. The offenses may take the form of rape*, suspected rape, indecent liberties, exposure, etc. When any of these or similar offenses occur or are suspected, you must follow these procedures:

1. Determine the offender, if possible. The initial inquiries should try to neutrally determine what happened with whom, but care should be taken to keep questions neutral and to avoid intensive interviewing of victims about sexual assault.
 - If the alleged aggressor is a family member, call CPS.
 - If the alleged aggressor is another student, staff member, or a third party immediately call the Police (911) and the Safety and Security Office (252-0707) and notify the principal/administrator.
2. If the alleged aggressor is a staff member, immediately contact the Assistant Superintendent for Human Resources (252-0027). If a staff member is assaulted on school property or at a school related event contact the Safety and Security Office, the police and the Assistant Superintendent of Human Resources.
3. Contact the Title IX Coordinator at 252-0367.
4. After the initial inquiry to determine what occurred, notify the student-victim's parents/guardians, if appropriate, after consulting with the police.
5. Initiate appropriate protective steps for safety of the alleged victim and provide contact information for Harborview Center for Sexual Assault and Traumatic Stress (744-1600). Advise the victim that their services include immediate counseling and ongoing support, medical and legal advocacy, and a 24-hour crisis line.
6. Provide notice to the alleged victim of the SPS's policies and procedures prohibiting sexual harassment, which include sexual violence.
7. If the alleged victim of sexual assault is a minor student, complete the "Child Abuse and Neglect" form and provide it to the Safety and Security Office to document mandatory reports were made. If the alleged victim is a staff member notify Human Resources.

8. If the alleged aggressor is identified as a student and notification of the student will not interfere with the SPS or Police investigation, notify the student's parents/guardians. (This determination may require consultation with the Title IX Coordinator and/or legal. The district must conduct its own investigation, but will attempt to cooperate with the Police to the extent feasible.)
9. If the alleged aggressor is a staff member, work with Human Resources to notify the individual.
10. Notify Risk Management (252-0710).
11. During the investigation process, initiate appropriate interim measures and, after a thorough investigation, initiate appropriate staff or student sanctions.

For all sexual assaults, whether the victim is a student or an adult, the police (911), the Safety and Security Office (252-0707), the Title IX Coordinator (252-0367) and Risk Management (252-0710) must be immediately notified.

**Rape is forced sexual intercourse or genital/oral/anal contact whether the persons are of the same or opposite gender. It also includes statutory rape, which is based on victim's ages and may not include force.*

Child Abuse

If you have reasonable cause to believe that a child has suffered physical abuse or significant neglect by a family member:

1. Immediately notify the Principal and the Safety and Security Office (252-0707). Call Child Protective Services (CPS):
 - Day: 1-800-609-8764
 - Evening: 1-800-562-5624
2. Provide all information and evidence to CPS.
3. CPS takes over the case from here on. CPS will provide information on what steps will be taken.
4. Do not contact the family. CPS will notify the family.
5. Complete the "Child Abuse and Neglect" form.