

Policies and Regulations**Students****Reporting Child Abuse/Child Protection****Procedure for Reporting Child Abuse and/or Neglect**

1. Any staff member who has knowledge of or has reason to suspect child abuse or neglect shall report this immediately to a Southeast Technical Institute administrator.
2. According to South Dakota Codified Law, the President or designee shall cause a report to be made immediately to the Department of Social Services, the Office of the State's Attorney, or the Police Department as indicated below.
 - If the case involves suspected child abuse or threats, the President or designee shall contact law enforcement immediately.
3. Staff members who suspect child abuse or neglect shall complete a Report of Child Abuse or Neglect form that will be submitted to the President and kept on file in the President's office.
4. Due to the urgency of the situation, it may be necessary to notify the Department of Social Services, the Office of the State's Attorney, or the Police Department before contact has been made with the President or designee.
5. Contact with the parents/guardians regarding the report will originate with the Department of Social Services, the Office of the State's Attorney, or the Police Department.
6. Informal discussion with personnel from the Department of Social Services, the Office of the State's Attorney, or the Police Department may be sought to determine whether or not a case should be reported. Assistance may be requested from counselors, nurses, psychologists, social workers, or other STI or District resource persons.
7. Ongoing concerns regarding a reported case may be referred to the local Child Protection Team for review by contacting the Supervisor of Health Services.

Legal Reference:

SDCL 26-8A through 26-9

RELATED POLICIES:

KLC/STI – KLC-R/STI – Relations with Social Service Agencies/Investigating Child Abuse

KLG/STI – KLG-R/STI – Relations with Law Enforcement Authorities

STI Regulation Board Action

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