

# PROCEDURE FOR THE REPORTING OF SUSPECTED CHILD ABUSE OR NEGLECT

## Principle

All staff members of the Los Alamitos Youth Center, Inc. (The Youth Center) are required by law to report any matters where the staff member has knowledge of or observes a child whom the staff member knows or reasonably suspects has been the victim of child abuse or neglect.

## Definitions

"Staff Member" - Any person engaged to carry out work for The Youth Center for financial reward, whether as an employee or an Independent Contractor.

"Reasonably Suspects" - 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 or her training and experience, to suspect child abuse or neglect.

"Child Abuse or Neglect" - Any physical injury inflicted by other than accidental means upon a child by another person, generally an adult, sexual abuse, neglect, the willful harming or injuring of a child, or the endangering of the person or health of a child, and unlawful corporal punishment or injury.

## Policy

Whenever any staff member has knowledge of or reasonably suspects that a child participant of The Youth Center has been subject to or the victim of

- (1) child abuse, which includes sexual assault or sexual exploitation, and any physical injury inflicted by other than accidental means, or
- (2) neglect, which includes receiving inadequate food, clothing, shelter, medical care or supervision, or being placed in any situation such that the child's person or health is endangered, or
- (3) has been willfully harmed or injured, either physically or mentally, the staff member shall report the matter immediately or as soon as practical, by telephone to
  - a) preferably to the Orange County Child Abuse Hotline at (714) 940-1000, or alternatively to Los Alamitos Police Department (562) 594-7237, Seal Beach Department at (562) 795-5410 or Orange County Sheriff at (714) 527-9100;
  - b) then to the Executive Director, or to the President, Board of Directors, of Los Alamitos Youth Center, Inc. at (562) 493-4043.

Within 36 hours, a written report thereof must also be sent to the investigative agency to whom the telephonic report was made.

## Possible Indicators of Abuse

- Bruises, scratches or other injuries not consistent with accidental injury;
- Persistent headaches or recurrent abdominal pain;
- Bruises, bite marks or other injuries to breasts, buttocks, arms, lower abdomen or thighs;
- Difficulty walking or sitting;
- Unexplained pain in genital area;
- Torn, stained or bloodied underwear;
- Itching, soreness, discharge or unexplained bleeding;
- Painful and recurrent urination'
- Recurrent urinary tract infections;
- Signs of sexually transmitted diseases;
- Evidence that a child has not eaten a regular meal within 24 hours;
- Pregnancy in adolescents where the identity of the father is vague or secret. However, the pregnancy of a minor does not, in and of itself, constitute a basis for a reasonable suspicion of sexual abuse.

Acknowledgement of Receipt: \_\_\_\_\_

(Staff Signature)

Date: \_\_\_\_\_