

EXHIBIT A

CHILD ABUSE REPORTING POLICY

Section 1. Definitions

For purposes of this policy, the definitions of terms used herein are those found in W. Va. Code §§ 49-1-201 (as amended).

Section 2. Mandatory Reporting

- A. All staff members (including personnel of vendors) and school teachers, including coaches and volunteers, are mandated reporters of child abuse or neglect (“Mandatory Reporters”). Mandatory Reporting requirements do not apply to persons under 18 years old.
- B. When a Mandatory Reporter 1) has reasonable cause to suspect that a child is neglected or abused, including sexual abuse or sexual assault, or 2) observes a child being subjected to conditions that are likely to result in abuse or neglect, shall immediately, and not more than 24 hours, after suspecting this abuse or neglect, report the circumstances to the Department of Health and Human Resources (DHHR Hotline: 800-352-6513; if emergency call 911) and is to contact the County DHHR office.
- C. In any case where the Mandatory Reporter believes that the child suffered serious physical abuse or sexual abuse or sexual assault, the reporter shall also immediately report to the State Police (3014-558-7777) and any law-enforcement agency having jurisdiction to investigate the complaint.
- D. Mandatory Reporters and school volunteers shall also immediately notify the principal or representative of the Educational Service Provider, who may supplement the report or cause an additional report to be made. If the allegation is against the principal, then the Mandatory Reporter is to notify the Board President who may supplement the report or cause an additional report to be made. Notifying a person in charge, supervisor, or superior does not exempt a person from the mandate to report suspected abuse or neglect.
- E. Mandatory Reporters who have reasonable cause to suspect that a child has died as a result of child abuse or neglect shall report this to the appropriate medical examiner or coroner.
- F. Failure to report may expose the Mandatory Reporter to criminal and/or civil liability. A person who acts in good faith in making a report of suspected child abuse is protected from criminal or civil liability.

Section 3. Training

Each person employed by the School to work as a nurse, teacher, counselor, school psychologist, or administrator shall complete in-service training which training shall cover at least the following topics:

- A. Prevention and awareness of child abuse, violence, substance abuse and youth suicide;
- B. Human trafficking;
- C. Dating violence;
- D. Sexual harassment as abuse;
- E. Bullying, intimidation, and harassment; and
- F. School safety.

The Educational Service Provider may arrange to conduct the in-service training in-house. School volunteers must be permitted to attend any in-service training that is conducted in-house by the School.

Legal References

W. Va. Code §§ 49-1-201; 49-2, *et seq.*

W. Va. CSR §§ 149-8-7

[End]

ACKNOWLEDGEMENT

This is to acknowledge receipt of Clarksburg Classical Academy's Child Abuse Reporting Policy. I have carefully read and understand the policy and procedures contained in the policy and acknowledge that it applies to me in my current position and in any future position I may hold with the school, the School's Educational Service Provider, or the Governing Board. I will comply with this Policy and report violations as outline in the policy and under West Virginia Cod 49-2-803. I further understand that a copy of this Acknowledge will be kept in my personnel file.

Signature

Name