

## GRAND ISLAND PUBLIC SCHOOLS

### 8551.1—Administrative Procedures for 8551

When any school personnel suspects or has knowledge of any type of abuse or neglect as defined by Grand Island Board of Education Policy 8550 or 8551, the principal or administrator in authority will be notified immediately.

- 1) In the case of suspected abuse or flagrant neglect, the witness or complainant shall contact the proper authorities after reporting to the school administrator, and apprising him or her of the situation. An oral report shall be made on the HHS Child Abuse Hotline at 800-652-1999. *Every case of suspected abuse or neglect will be reported to the proper authorities.*
- 2) The authorities will be responsible for a formal investigation and will contact the parents/guardians.
- 3) Following police contact, the administrator or Liaison Officer will complete an incident report (attached) and place on file at school building.
- 4) If neglect of a non-flagrant nature is suspected, the administrator will document incidences on the attached form. If three documented incidences occur the School/Community Liaison office will be contacted for investigation. The School/Community Liaison officer will contact the appropriate authorities, if warranted. Documented incidences should be forwarded to the Superintendent's Office after contact with authorities.
- 5) All information regarding the involved student must remain confidential. During the investigation, the administrator shall make every effort to ensure that the student is protected from harm.