

# Narragansett School System

## Suspected Child Abuse and/or Neglect Reporting Form

All Narragansett school district employees are mandatory reporters. If you suspect abuse it is your duty to report to The Department of Children and Families, Narragansett Police Department and your building principal. Telling another employee and/or administrator does not absolve you from personally reporting to the authorities. RI General Law 40-11et. seq.

Please complete this form to document any and all communications you made in appropriately reporting any abuse.

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

Staff Member Name: \_\_\_\_\_

Title: \_\_\_\_\_

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

Name of Administrator \_\_\_\_\_ Date Informed \_\_\_\_\_

Nature and extent of suspected abuse (use quotations from the child if possible). \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If physical marks are present, describe completely:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Other Information:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Reporter's Signature \_\_\_\_\_

Administrator Signature \_\_\_\_\_

## Report to Legal Authority

### Agency Contacts

**Department of Children, Youth and Families (DCYF)** 1(800)RI-CHILD, 1(800)742-4453; please note this is a 24 hour number.

**Narragansett Police Department 401-789-1098**

Please document each conversation with any and all agencies and or offices you contact.

Agency: \_\_\_\_\_

Contact Person: \_\_\_\_\_

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

Outcome/Guidance: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Agency: \_\_\_\_\_

Contact Person: \_\_\_\_\_

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

Outcome/Guidance: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_