



# Mitchell Technical Institute POLICY

Category	Approval		
Series 700: Personnel	Effective	Administration	Board
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	6/26/2017		2021

## REPORTING CHILD ABUSE

MTI 742

Any instructor or other Institute employee who suspects that a child under 18 years of age has been neglected or physically, emotionally, or sexually abused by a parent or other person will report orally or in writing this information to the Vice President. (Employees should note that many dual credit students will be under 18 years of age.) The Vice President should immediately report this information to the state's attorney; or the Department of Social Services; or the county sheriff; or the city police. If the Vice President does not confirm to the instructor or other employee within 24 hours that action has been initiated, the employee will report this information directly to the proper authorities.

The report will contain the following information: name, address, and age of child; name and address of parent or caretaker; nature and extent of injuries or description of neglect; and any other information that might help establish the cause of injuries or condition.

Institute employees, including administrators, will not contact the child's family or any other persons to determine the cause of the suspected abuse or neglect. It is not the responsibility of the Institute employee to prove that the child has been abused or neglected, or to determine whether the child is in need of protection, but only to report his/her suspicions of abuse or neglect.

Anyone who participates in making a report in accordance with the law and in good faith is immune from any civil or criminal liability that may otherwise arise from the reporting, or from any resulting judicial proceeding, even if the suspicion is proved to be unfounded.

Any personal interview or physical inspection of the child should be conducted in a considerate, professional manner. Information or records concerning reports of suspected abuse or neglect are confidential. The release to persons other than those provided by law is punishable under South Dakota Codified Law (SDCL). Failure to make a report where abuse or neglect is suspected is also punishable as per SDCL.

LEGAL REF.: SDCL 26-8A