In compliance with Texas Family Code, Chapter 261 and 19 Texas Administrative Code § 100.1211, the Superintendent or designee shall require the distribution of the following policy to all [St. Mary's Charter School ("School") staff and volunteers:

Reporting Child Abuse or Neglect

1. Any School officer, employee, or volunteer having cause to believe that a child's physical or mental health or welfare has been adversely affected by abuse, maltreatment or neglect by any person shall **immediately** make a report as required by law.

2. If a professional has cause to believe that a child has been abused, maltreated or neglected or may be abused, maltreated or neglected, or that a child is a victim of an offense under Penal Code 21.11 (Indecency with a Child), and the professional has cause to believe that the child has been abused as defined by law, the professional shall make a report **not later than the 48th hour** after the hour the professional first suspects that the child has been or may be abused or neglected or is a victim of an offense under Penal Code 21.11. A professional **may not delegate to or rely on** another person to make the report. For purposes of this policy, "professional" means an individual who is licensed or certified by the state or who is an employee of a facility licensed, certified, or operated by the state and who, in the normal course of official duties or duties for which a license or certification is required, has direct contact with children.

3. A report should reflect the reporter's belief that a child has been or may be abused or neglected or has died of abuse or neglect. The person making the report shall identify, if known:

   A. The name and address of the child;
   B. The name and address of the person responsible for the care, custody, or welfare of the child; and
   C. Any other pertinent information concerning the alleged or suspected abuse or neglect.

4. If the suspected abuse or neglect involves a person responsible for the custody, care or welfare of the child, the report must generally be made to the Texas Department of Family and Protective Services (DFPS). All other reports should be made to any local or state law enforcement agency, the DFPS, the Texas Education Agency (if abuse or neglect occurred at school),

another state agency where the abuse or neglect occurred, or an agency designated by a court responsible for protection of children.

Training

The School shall ensure that employees, volunteers and parents receive training on child abuse and neglect as required by law.