

**Monroe 2-Orleans BOCES Policy**  
**Series 6000 – Students**  
**Policy #6430 – CHILD ABUSE AND MALTREATMENT**

The BOCES subscribes to all of the provisions of Title 6 - Child Protective Services of the Social Services Law (Sections 411-428). The purpose is to provide protective services to abused and maltreated children as described by the law, and to make all school personnel within the BOCES aware of legal responsibilities under this law.

Regulations shall be developed, maintained and disseminated by administration regarding the:

- a) Mandatory reporting of child abuse or maltreatment;
- b) Reporting procedures and obligations of persons required to report;
- c) Provisions for taking a child into protective custody;
- d) Mandatory reporting of deaths;
- e) Immunity from liability and penalties for failure to report;
- f) Obligations for provision of services and procedures necessary to safeguard the life of a child; and
- g) Provision of information in recognizing signs of unlawful Methamphetamine laboratories for all current and new school officials (i.e., mandated reporters) who, as part of their usual responsibilities, visit children's homes.

Additionally, an ongoing training program for all current and new school officials' professional staff shall be established and implemented to enable such staff to carry out their reporting responsibilities.

**Persons Required to Report**

Persons required to report cases of child abuse or maltreatment to the State Central Register (SCR) pursuant to Social Services Law Section 413(1) includes, but is not limited to, school teachers, school guidance counselors, school psychologists, school social workers, school nurses, school administrators or other school personnel required to hold a teaching or administrative license or certificate, or any full-time or part-time employee required to hold a temporary or professional coaching license. In addition, any person may make such a report if such person has reasonable cause to suspect that a child is abused or maltreated.

All mandated reporters shall make the SCR report themselves and then immediately notify the Building Principal, program supervisor, or administrator. The Building Principal or program supervisor shall be responsible for all subsequent administration necessitated by the report.

Any report shall include the name, title and contact information for every staff member who is believed to have direct knowledge of the allegations in the report.

**Monroe 2-Orleans BOCES Policy**  
**Series 6000 – Students**  
**Policy #6430 – CHILD ABUSE AND MALTREATMENT**

**Prohibition of Retaliatory Personnel Action**

Social Services Law Section 413(1) prohibits BOCES from taking any retaliatory personnel action against an employee because such employee believes that they have reasonable cause to suspect that a child is an abused or maltreated child and that employee makes a report to SCR pursuant to Social Services Law. Further, no school or school official shall impose any conditions, including prior approval or prior notification, upon any staff member specifically designated a mandated reporter.

Pursuant to Labor Law Section 740(1)(e), “retaliatory personnel action” means the discharge, suspension or demotion of an employee, or other adverse employment action taken against an employee in the terms and conditions of employment.

**Report Form**

The “**Report of Suspected Child Abuse or Maltreatment**” Form LDSS-2221A may be accessed at: <http://www.ocfs.state.ny.us/main/cps/>

Education Law Section 3209-a  
Family Court Act Section 1012  
Labor Law Section 740(1)(e)  
Social Services Law Sections 411-428

Adopted: 7/13/1999  
Revised: 10/21/2009  
Revised: 8/15/2012  
Revised: 8/19/2015  
Reviewed: 9/19/2018  
Reviewed: 8/18/2021  
Reviewed: 8/21/2024