Dear School Administrators and Counselors.

Please refer to the policy below which we have submitted to our HCSS BOE regarding the legislation mandating that volunteers be trained in mandated reporting if they are, “…persons who attend to a child pursuant to their duties as a volunteer for the school system…”

\*These would be volunteers who would likely be working directly with students or attending students.

The Compliance Director on-line training website from Pioneer RESA now is setup to accommodate the required mandated reporter training for volunteers and step-by-step instructions for them to do that is included as an attachment to this message.

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|  | **Descriptor Code:** **JGI** |
| **Child Abuse or Neglect** |  |

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| **Board Policy** |  |

All employees of the Hall County Board of Education, as well as persons who attend to a child pursuant to their duties as a volunteer for the school system, who have reason or cause to believe that a child is being or has been abused shall notify the principal or the school system’s designee, who shall report that abuse immediately, but in no case later than 24 hours from the time there is reasonable cause to believe a child has been abused, in accordance with Georgia law and the protocol for handling child abuse cases for Hall County, Georgia. Under no circumstances shall the principal or designee to whom a report of child abuse has been made exercise any control, restraint, modification or make other change to the information provided by a mandated reporter, although the reporter may be consulted prior to the making of a report and may provide any additional, relevant and necessary information when making the report. |    |

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Volunteers who have reason or cause to believe that a child is being or has been abused should notify the school principal or counselor to make such a report if a disclosure or incident takes place during the school day or on school grounds. (\*Please carefully note the second paragraph of the policy above regarding changes to information, etc.) If a volunteer receives such actionable information outside of the school day or on school grounds, they would need to directly contact DFCS or law enforcement themselves to make a report.

You will need to inform all volunteers who meet the above description regarding their duties attending students that they need to complete the Compliance Director module either at the school or from their own computer. We would suggest that the school set up a station whereby the volunteer can complete the module while at the school as a part of the volunteered time.

**Additionally, we advise schools to post the policy information on the next page directly on or in clear view of the volunteer sign in sheet or sign in computer station.**

**SCHOOL VOLUNTEER MANDATED REPORTING POLICY**

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