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Date: July 1, 2019

To: All Employees, Substitutes, and Short-Term Temp

From: Human Resource Services Department

Subject: Mandated Reporting of Child Abuse & Neglect HR-4

In California, certain individuals are mandated by law to report known or suspected child abuse. These mandated reporters are listed in the Child Abuse and Neglect Reporting Act (CANRA); of the over 40 categories listed, teachers are listed first.

As educators, you play a key role in detecting and helping abused children. Because children and adolescents spend the majority of their day in school, educators have more access to them than other professionals. This regular contact gives you the chance to observe changes in appearance and behavior that others may not notice. You may be the trusted adult to whom a child makes an initial disclosure of abuse. Educators are often seen as positive role models, and may be a source of support and care for many children.

It is imperative that you know how to respond, that you understand your rights and responsibilities as a mandated reporter, and that you are familiar with district's policies and reporting procedures.

To that end, each year all school district employees must participate in Annual Mandated Reporting of Child Abuse and Neglect Training within the first six weeks of the school year. In our case, you should be trained by October 10, 2019.

Please make arrangements to attend a training provided by the district. Training information is attached to this bulletin.

Thank you in advance for your attention and cooperation to this mandated requirement in accordance with California Penal Code Sections 11164 – 11174.3.

Mandated Reporting of Child Abuse & Neglect Training Resources

Human Resources is offering THREE convenient ways to meet this Mandated Training requirement.

NOTE: Training must be completed by October 10, 2019

1. Online Test:

<https://account.mandatedreporterca.com/login>

2. You may arrange for free onsite training with The Child Abuse Prevention Council of Sacramento Inc. Contact Information:

Name: Siara Shelton

Phone: 916-244-1922

E-Mail: sshelton@thecapcenter.org

3. Human Resources (HR) is offering the following training dates*:


Date	Day	Time	Location
8/7/19**	Wednesday	1:00 – 4:00 p.m.	Michigan Minnesota Conf. Room, Serna
8/13/19**	Tuesday	9:00 – 12:00 p.m.	Florida Conf. Room, HR Dept., Serna
8/23/19**	Friday	1:00 – 4:00 p.m.	Tennessee Conf. Room, Serna
8/30/19	Friday	3:00 – 4:30 p.m.	Tennessee Conf. Room, Serna
9/6/19	Friday	3:00 – 4:30 p.m.	Tennessee Conf. Room, Serna
9/11/19	Wednesday	12:00 – 1:30 p.m.	Tennessee Conf. Room, Serna
9/20/19	Friday	4:00 – 5:30 p.m.	Tennessee Conf. Room, Serna
9/25/19	Wednesday	4:00 – 5:30 p.m.	Tennessee Conf. Room, Serna
10/01/19	Tuesday	4:00 – 5:30 p.m.	Tennessee Conf. Room, Serna
10/09/19	Wednesday	4:00 – 5:30 p.m.	Tennessee Conf. Room, Serna


*The link to register for the HR offered trainings is:

<https://www.signupgenius.com/go/4090f49abae2da57-mandated3>

**The trainings on 8/7, 8/13 and 8/23/19 encompasses both MRT and Sexual Abuse & Commercial Sexual Exploitation of Children.

Additional support available by contacting your Human Resources Director:

 *Roxanne Findlay – (916) 643-9046*

 *Tiffany Smith-Simmons, Ed.D. – (916) 643-9058*

 *Christina Villegas – (916) 643-7496*

All documentation (agenda and sign-in sheets) are due in Human Resources no later than October 18, 2019