

Hope's Haven

Child Abuse and Neglect Reporting Policy

(Approved 4/27/14)

CHILD ABUSE REPORTING

At a Hope's Haven event, if a camper reveals current or past abuse to a camp staff member, the following procedure is to be followed:

1. If a child discloses the abuse during a conversation at camp, assign the child to another staff member, and notify the camp director immediately after the conversation is finished. (If a child mentions it during campfire, the camp director or another designated person will make the report.)
2. Fill out a CY-47 form (Report of Suspected Child Abuse) with as many details as you can.
3. If the suspected abuse is deemed reportable (see timetable below), call ChildLine at **1-800-932-0313** with the director. (If the abuse occurred in a different state, call the ChildLine in that state.) Make sure to tell ChildLine that the child is at camp, so they know that he/she is currently not being exposed to the suspected perpetrator.
4. After calling ChildLine, the camp director is to make a courtesy call to the child's caseworker or to the county Children and Youth agency in which the child lives.
5. Within 48 hours, the camp director must mail a copy of the completed CY-47 form to the county Children and Youth agency where child lives.

If the abuse disclosure happens during a non-camp outing with a camper, call ChildLine afterwards, and then notify Hope's Haven at 570-850-9443 that a report was made.

Abuse Timetable

For the abuse to be reportable, it must have occurred within the following time period:

- Serious physical injury – within 2 years of current date
- Serious mental injury – no time limit
- Sexual abuse or exploitation – no time limit
- Serious physical neglect – no time limit
- Imminent risk – within 2 years of current date

CHILD NEGLECT REPORTING

Mandated reporters are only required to report child abuse, not neglect (unless it is serious physical neglect). Cases of current child neglect, however, should be reported for the child's safety. At a Hope's Haven event, if a camper reveals current or past neglect to a camp staff member, the following procedure is to be followed.

1. If a child discloses the neglect during a conversation at camp, assign the child to another staff member, and notify the camp director at your next available opportunity. (If a child mentions it during campfire, the camp director or another designated person will make the report.)
2. Fill out a CY-47 form (Report of Suspected Child Abuse) with as many details as you can.
3. If the suspected neglect is deemed reportable, the camp director will call the county Children and Youth agency in which the child lives before the end of camp. (If the suspected neglect could be considered "serious physical neglect," follow the procedures for reporting child abuse instead.)
4. The camp director will follow up with any paperwork that the agency requests.