

Mandatory Reporting of Child Abuse

The University of Georgia is committed to ensuring the safety and well-being of children and the prompt reporting of suspected child abuse or neglect. These instructions outline reporting procedures for University employees and volunteers in alignment with Georgia Law (O.C.G.A. §19-7-5) and University policies for the protection of minors.

Reporting Requirements

All University faculty, staff, students, and volunteers acting in the scope of their employment who have reasonable cause to believe that child abuse has occurred shall **immediately (but in no case less than 24 hours)** make a report to **ALL** of the following:

- 1) **The UGA Police Department (UGAPD) at 706-542-2200 or 911 (emergency)**
- 2) **Their Supervisor, Program Director, or other University official AND**
- 3) **The Georgia Division of Family and Children Services (DFCS) at 1-855- GACHILD.**

If the context in which you became aware of the possible abuse is a field placement, on-site course, research project, outreach project, or other event that involves an agency with which we partner (such as schools, community agencies, medical facilities), **you must also notify the organization's lead administrator** (e.g., school principal, facility director) immediately.

DO NOT attempt to investigate a matter further or gather additional information before reporting.

DO NOT rely on a third party to make a report for you.

University Follow-up

Upon receipt of a report, the UGAPD will investigate any suspected child abuse on campus or involving a University employee or volunteer and will follow up with DFCS, as necessary. University Supervisors, Program Directors, and officials will take immediate action in order to protect the minor, to encourage employee or volunteer compliance with the directives herein, and to work with the UGAPD during any investigation that results from the report. University supervisors and program directors in the College of Education should also notify Senior Associate Dean, Denise Spangler (dspangle@uga.edu, 706-542-3818) of mandatory reports that are made.

Failure to Report

Failure of mandatory reporters to report suspected child abuse is a violation of state law and may subject the individual to criminal penalties.

Failure of University faculty, staff, students, or volunteers to comply with the directives herein may result in disciplinary action, up to and including termination from employment or volunteer service.

Course Syllabus Information

All instructors (including graduate teaching assistants, part-time faculty, and adjunct faculty) who teach courses that bring students into contact with minors, whether through in-class or out-

of-class activities must include the following paragraph on syllabi:

“UGA students working in schools are considered “mandatory reporters” under state law. This means that you are required by law to report suspected child abuse (for instance, if a student tells you about abuse or you suspect it based on a student’s physical appearance or behavior). If you suspect child abuse, you must report this **immediately** to the school principal/site director, your UGA instructor, the UGA Police at 706-542-2200, and the Department of Children and Family Services at 1-855-GACHILD.”