

ALL SBCUSD EMPLOYEES ARE MANDATED REPORTERS BY LAW

(Penal Code 11164-11174.4)

It's Your Responsibility...Report

CHILD ABUSE

CHILD ABUSE CAN BE:

- **Physical Abuse**
- **Sexual Abuse**
- **Physical Neglect**
- **Emotional Maltreatment**

REPORT KNOWN OR REASONABLE SUSPICION OF CHILD ABUSE TO:

CHILDREN AND FAMILY SERVICES (CFS)

(909) 384-9233

or

1-800-827-8724

FOLLOW THESE STEPS TO REPORT CHILD ABUSE:

1. If there is an emergency child-abuse situation, call 911 immediately.
 2. Call the Child Abuse Hotline at (909) 384-9233 or 1-800-827-8724 to report the incident or situation. The law states that once you have knowledge of an incident or situation, you must report it to CFS by telephone immediately or as soon as it is practicably possible, and submit a written report within 36 hours (Penal Code 11164-11174.4).
 3. Call the District's Youth Services Dept. at 880-6812 to get a District Case Number. You will be asked to give them your work site only.
 4. Fill out CFS form SS 8572 and send it to CFS. You may obtain this form from your site secretary or online at: <http://www.caag.state.ca.us/childabuse/forms.htm>. CFS does not supply these forms. Read the instructions on the back of the form or on the web site for information on how to fill it out.
 5. Mail the completed SS 8572 form to:
Children and Family Services
412 W. Hospitality Lane
San Bernardino, CA 92415-0029
Fax the completed SS 8572 form to:
Children and Family Services at
(909) 891-3545 or (909) 891-3560.
- If you fax the form, there is no need to mail it. Please make sure it is legible.*
6. A copy must be kept by the reporting party only!