

**CHILD CARE PROGRAM
REPORTING NOTIFICATION**

Child Abuse

The reporting of suspected child abuse situations is a personal obligation as well as a professional and legal one. Minnesota State Statute, 245A.145, Subd. 1, requires that any of my employees/helpers or I report any form of physical, sexual or emotional abuse or neglect of any child in my care. When any of my employees/helpers or I, now, **have reason to believe** or **suspect** maltreatment has occurred, my employees/helpers or I will *immediately*, meaning as soon as possible but in no event longer than 24 hours, contact and make a report to the following:

1. Clay County Social Services Intake at 218/299-5200; or
2. Local Law Enforcement (police or sheriff) 701/451-7660 and
3. Clay County Child Care Licensing at 218/299-5200.

Any person picking up a child in an impaired condition (under the influence of drugs or alcohol) will be encouraged to allow me to find alternate transportation. I cannot legally withhold a child from a parent or legal guardian; however, I will not hesitate to call the police if I feel the child is in jeopardy.

You may receive verbal reports or notes from me about your child having bruises or scrapes without needing to fear that I suspect you of abusing your child(ren). The verbal reports or notes that you may receive from me are just to alert you of any injuries noticed, and also to protect myself from mistaken accusations of abuse.

Complaints About the Operation of a Child Care Program

Communication between parents and the provider is essential if your child is to receive consistent, nurturing care. When I accept a new family into my business, I like to be sure that we can share openly any concerns or questions that may arise. It is important that there is a similar childcare philosophy between us. I welcome questions, feedback, or discussions or any kind that effect a positive outcome for the child.

If concerns cannot be satisfactorily resolved between us, you may take your concerns to the following agencies:

1. Clay County Social Services Intake (for reporting of suspected maltreatment) at 218/299-5200.
2. Clay County Child Care Licensing (Family & Group Family Licensed Homes) at 218/299-5200.
3. Minnesota Department of Human Services, Licensing Division , (Child Care Centers) at 651/296-3971.

Parent Signature

Date

Provider Signature

These Policies and Procedures must be provided to the parents of all children at the time of enrollment in the child care program, and be made available upon request.