

REPORTING CHILD ENTICEMENT

When any school personnel becomes aware of any incident of child enticement, they should report it to the building principal. Children themselves may report such incidents. These incidents are to be treated seriously. In these times of childhood abuses, it is better to be on the side of caution, communication and thorough investigation.

When an incident is reported, the principal or designee will implement the following procedure:

1. Conduct an interview with the child or children, taking a written record of their description of the events.
2. Call the police to evaluate the facts and determine the seriousness of the incident.
3. Call the parent or guardian and inform them of the incident. Invite them to come to school.

If they above named authorities validate the incident as child enticement:

Elementary Schools

1. Notify the superintendent or designee immediately by phone. The superintendent, after consulting with the investigating law enforcement agency will determine the release of information.

The purpose of consulting with the police department is to coordinate the dissemination of information without jeopardizing the police investigation. Information released to staff, parents, children, media etc., should be limited to confirmation of the incident. The media should be referred to the police department for further information.

2. The principal will notify all teachers and other appropriate staff of the enticement incident. Only the details resulting from step one will be shared.
3. The superintendent or designee will notify other public schools by phone sharing information determined in step one above. Student identity and personal injury details remain confidential.

4. The principal will prepare and send home a written notice to the parents/guardians of all

students regarding the event. Student identity and personal injury details are to be kept confidential.

5. An announcement about personal safety will be made to all students at the end of the school day, cautioning students to go straight home and to not speak to strangers. Remind elementary students that when approached they should:

- Say “NO”
 - Get away
 - Tell someone (an adult)
 - Sometimes you need to make a lot of noise
6. The police department will notify private schools in the district.

Middle School and High School

1. The above procedure should be followed if determined to be appropriate after police investigation. Variations in the procedures should be determined with the police department, and if necessary, the superintendent or his/her designee. Communication should be through students to parents if it is determined that such is necessary.