



SAMPLE HIGH SCHOOL CAMPUS PROTOCOL

A student's right to privacy and confidentiality can be maintained except in the following circumstances:

- You suspect a student is being or has been abused
- A student is impaired, intoxicated or otherwise unable to care for self

SAMPLE TEXT (BOX 1):

IF YOU SUSPECT A STUDENT IS BEING OR HAS BEEN ABUSED

You must report it to the appropriate authorities.

SAMPLE TEXT (BOX 1A):

You must make the report to either **Child Protective Services (650)802-7922** or to the local police department **Sample Police (XXX)XXX-XXXX**

SAMPLE TEXT (BOX 1B):

You then must write a suspected child abuse report, forms are available on line (link below) or in the AVP and Guidance Office. The report to needs to be mailed or faxed to Child Protective Services within 36 hours. ag.ca.gov/childabuse/pdf/ss_8572.pdf

Keep a copy for our school records in case there is a question later about whether you made the mandated report.

OPTIONAL SAMPLE TEXT (BOX 1C):

You may share your report, or request advice/support regarding a report, with AVP, Student Support, or Guidance, but you are not required to do so.

SAMPLE TEXT (BOX 2):

IF A STUDENT IS IMPAIRED, INTOXICATED or OTHERWISE UNABLE TO CARE FOR THEMSELVES

It is important that the student's safety be assessed.

SAMPLE TEXT (BOX 2A):

Escort the student to the AVP office. **Do not leave the student alone.**

SAMPLE TEXT (BOX 2C):

If you cannot escort the student, call the AVP office and state that you need assistance with a **"Health and Safety Issue"** at x----- and assistance will come to you.

DURING SCHOOL HOURS

DURING NON-SCHOOL HOURS

SAMPLE TEXT (BOX 2B):

Contact **Sample Police** at **(XXX)XXX-XXXX** or call **911**.

**SEE SOMETHING.
SAY SOMETHING.
DO SOMETHING.**