

Lancaster Community School District  
Students

**DEPARTMENT OF SOCIAL SERVICES  
CHILD ABUSE/NEGLECT PROCEDURES**

Normally, the safest and most appropriate place for a child is in the family. A family's primary role is to nurture, support, protect and provide safety to a child. The goal of the department is to support the family in its natural role.

However, there are times when the family, for a variety of reasons, does not, is unable to, or refuses to provide that care. Then the department will evaluate the situation and decide if it is in the best interest and safety of the child to remove him/her from the home. The department will continue to evaluate and assess those factors which contribute to the development of the child when placed out of the family home. The department will work with the family to strengthen it, so that the child may return to the home which provides a safe, supportive, and nurturing environment.

1. At the time of intake, the intake worker will determine whether the referral should be investigated immediately and whether the sheriff's department or police department should be notified to conduct the investigation with the department. The safety and well-being of the child is the ultimate concern.
2. It is the policy of the department of social services to interview children at school whenever possible. By Wisconsin statutes, the department of social services has a legal right to interview children on school premises without parental approval. Persons other than the social worker and law enforcement personnel may be allowed to attend the interview if it is in the best interest of the child as determined by the worker. The department of social services worker will report to the school office prior to interviewing the child.
3. If a social worker wishes to contact a student in the school setting concerning a report made by a nonschool person, the social worker shall first contact the designated school contact person. The contact person shall facilitate the interview.
4. The department of social services is required to inform the mandated reporter of the status of the case within 60 days after receipt of the initial report. The department of social services will report to the mandated reporter and contact person with a written report.
5. Confidentiality shall be maintained in all abuse/neglect cases. Records are confidential. The name of the reporter shall not, and will not, be released to the family that is being investigated.

EXHIBIT APPROVED: April 13, 2005

