

### I. Overview

The University of Arkansas Community College at Batesville is strongly committed to maintaining a safe and secure environment for children. The purpose of this policy is to summarize steps to protect children on campus or while participating in programs that may be connected with UACCB, and to comply with applicable legal requirements and institutional policies.

### II. Practice

#### Reporting Suspected Child Maltreatment

If any UACCB employee or volunteer reasonably suspects or observes child maltreatment, he or she should immediately do the following, (and must immediately do the following if a mandated reporter):

1. Report, as required by State law, the suspected maltreatment to the state's Child Abuse Hotline, at 1-800-482-5964. The hotline is toll-free and is staffed 24 hours per day. (In a non-emergency situation only, a report form is available at the following website).  
[http://www.arkansas.gov/reportARchildabuse/report\\_child\\_abuse.html](http://www.arkansas.gov/reportARchildabuse/report_child_abuse.html)
2. Report the suspected maltreatment to the appropriate UACCB vice chancellor for the department, program, location, or employee involved in the allegations. This must occur immediately after the Hotline report is made. After receiving a report of suspected maltreatment, UACCB vice chancellor shall promptly coordinate an appropriate response with state officials and local law enforcement as appropriate.

Again, immediate action is essential to protect children present on the UACCB campus or participating in programs that may be connected with UACCB and is required by law for mandated reporters. Arkansas law prohibits any person from prohibiting or requiring prior permission for any mandated reporter to make a report of suspected maltreatment. A person, acting in good faith, who makes a report of suspected maltreatment, is immune to suit and to civil or criminal liability for making the report. Likewise, UACCB prohibits retaliation against any person who makes a good-faith report of child maltreatment.

Information on who is a "mandated reporter" and defining "child maltreatment" appears in Section III – *Clarifying Points*. Questions may be directed to the UA System General Counsel's Office at 501-686-2515.

#### Background Checks

The University of Arkansas System and this campus have adopted and begun implementing policies requiring certain types of background checks based on job duties. It is important for all units with programs or personnel involving care or supervision of minors to review and ascertain whether they have identified all positions (including part-time and student worker positions) that must be subjected to criminal background checks (including sex offender checks) as part of the hiring process.

Questions regarding background checks may be directed to the Human Resources office at 870-612-2165.

#### Other Programs, Activities or Locations Involving Minors

UACCB operates, hosts programs, or permits third parties to use UACCB facilities involving minors. All UACCB departments should carefully review all programs that they operate or host which includes participation by minors, or locations that they control which are frequented by minors, to determine whether additional training or protocols may be needed to help prevent child abuse.

### III. Clarifying Points

1. **Authority:** Arkansas Code § 12-18-402(a) requires certain public officials, including “school officials,”<sup>1</sup> to report instances of suspected child maltreatment. Specifically, Arkansas law requires such “mandated reporters” to report if they: (1) have reasonable cause to suspect that a child has been subjected to child maltreatment or has died as a result of child maltreatment or (2) observe a child being subjected to conditions or circumstances that would reasonably result in child maltreatment. Arkansas Code § 12-18-103(6) defines “child maltreatment” as “abuse, sexual abuse, neglect, sexual exploitation, or abandonment.”

A regulation recently issued by the Arkansas Department of Human Services indicates that “school officials” required to report maltreatment includes “any person authorized by a school to exercise administrative or supervisory authority over employees, students or agents of the school.” And also includes “a volunteer exercising administrative or supervisory authority in a program conducted by a school.”<sup>2</sup> Furthermore, under the regulation, the definition of “school” includes any “[t]wo-year or four-year college or university.”<sup>3</sup> Failure to report child maltreatment by a mandated reporter may have civil or criminal consequences. Aside from persons that are required to report, the Arkansas Code provides that any person who has reasonable cause to suspect or observes child maltreatment may make a report.

2. Kids College is an example of a UACCB program involving minors.
3. TTauri Filmfest is an example of a third party program involving minors.

Adopted: May 1, 2012

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<sup>1</sup> Individuals designated as “mandated reporters” also include, but are not limited to, child care workers, nurses, medical personnel, resident interns, mental health professionals, peace officers, physicians, domestic abuse advocates, rape crisis advocates or volunteers, victim assistance professionals or volunteers, school counselors, social workers, and teachers. Ark. Code § 12-18-402.

<sup>2</sup> Arkansas Department of Human Services, Division of Children and Family Services, Policy & Procedure Manual, Appendix I: Glossary.

<sup>3</sup> Id.

## Employee Assurance of Child Maltreatment Reporter Training

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Employee Name

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Position

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Date

By signing below, I indicate the following:

- I have read and understand *UACCB Operating Procedure 230.1*, Protection of a Minor on Campus.
- I have viewed the training video *Child Maltreatment* (Sherry Williamson, 2011, ATEN and the Arkansas Department of Education, (available <http://video1.aetn.org/ideasplayer.html?source=edu/public-videos/child-maltreatment.mp4&videowidth=640&videoheight=360&videoBG=16x9>).
- I understand that as a UACCB employee who works with children, I am obligated to report suspected child maltreatment as outlined in ACT 749, A.C.A. § 12-18-402 (2011).

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Employee Signature

Please return this form to your immediate supervisor.  
Supervisors, you should maintain a copy of this assurance for your records and return the original to the Human Resource Specialist.