



## **STUDENT REPORTING OF ALLEGED SEXUALLY INAPPROPRIATE BEHAVIOR**

DuBois Integrity Academy's reporting process is as follows:

**A.** Any student (or parent or friend of a student) who has been the victim of an act of sexual abuse or sexual misconduct by a teacher, administrator or other School employee is urged to make an oral report of the act to any teacher, counselor or administrator at the school immediately or call the National Child Sexual Abuse Hotline at 1(855)422-4453 – 1(855)GACHILD

**B.** Any teacher, counselor, volunteer or administrator receiving a report of sexual abuse or sexual misconduct of student by a teacher, administrator, or other employee shall make an oral report of the incident immediately by telephone or otherwise to the school principal or principal's designee, and shall submit a written report of the incident to the school principal or principal's designee within 24 hours. If the principal is the person accused of the sexual abuse or sexual misconduct, the oral and written reports should be made to the Executive Director or the Executive Director's designee.

**C.** Any school principal, or principal's designee receiving a report of sexual abuse as defined in O.C.G.A. § 19-7-5 including any reports made against a teacher, administrator, or other school employee, shall make an oral report immediately to the Division of Family and Children Services of the Department of Human Services, but in no case later than 24 hours from the time of receiving the report of abuse.

The **Child Protection Report** may be submitted via telephone, fax, or in written form to the Division of Family and Children Services of the Department of Human Services, or, in the absence of such agency, to an appropriate police authority or district attorney.

**D.** If reports of acts of sexual misconduct against a student by a teacher, administrator, or other school employee is proven to be true, the Professional Standards Commission Ethics Division will be notified of any acts of sexual misconduct by said teacher, administrator, or other school employee.