

# CHILD CARE PROGRAM REPORTING NOTIFICATION

## Child Abuse

The reporting of suspected child abuse situations is a personal obligation, as well as a professional and legal one. Minn. Stat. §245A.145, Subd. 1, requires that any of my employees/helpers, or I, report any form of physical, sexual, emotional abuse or neglect of any child in my care. When any of my employees/helpers, or I, **know or have reason to believe or suspect** maltreatment has occurred, my employees/helpers, or I will *immediately*, meaning as soon as possible but in no event longer than 24 hours, *contact* and make a report to the following:

1. Dakota County Child Protection Intake at (952) 891-7459; or,
2. Local Law Enforcement (your city police or sheriff) at (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ or **911**; and,
3. Dakota County Child Care Licensing at (952) 891-7400

Any person appearing to be in an impaired condition (under the influence of drugs or alcohol), who comes to pick up their child, will be encouraged to allow me to find alternate transportation. I cannot legally withhold a child from a parent or legal guardian; however, I will not hesitate to call the police if I feel the child is in jeopardy.

You may receive verbal reports or notes from me about your child having bruises or scrapes without needing to fear that I suspect you of abusing your child(ren). The verbal reports or notes that you may receive from me are just to alert you of any injuries noticed, and also to protect myself from mistaken accusations of abuse.

## Complaints About the Operation of a Child Care Program

Communication between parents and the provider is essential if your child is to receive consistent, nurturing, and safe care. When I accept a new family into my business, I like to be sure that we can share openly any concerns or questions that may arise. It is important that there is a similar child care philosophy between us. I welcome questions, feedback, or discussions of any kind that affect a positive outcome for the child.

If concerns cannot be satisfactorily resolved between us, you may take your concerns to the following agencies:

1. Dakota County Child Protection Intake (for reporting of suspected maltreatment) at (952) 891-7459.
2. Dakota County Child Care Licensing (Family and Group Family Licensed Homes) at (952) 891-7400
3. Minnesota Department of Human Services, Licensing Division (Child Care Centers) at (651) 296-3971.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Provider Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

These Policies and Procedures must be provided to the parents of all children at the time of enrollment in the child care program and be made available upon request according to Minn. Stat. §245A.145, Subd. 1 and Subd. 2.