

REPORTING CHILD ABUSE OR NEGLECT

Policy Number: 410

Categorized: [Human Resources](#)

Responsible Office: Human Resources

Subject: Policy and procedures for complying with Virginia law requiring reporting of child abuse and neglect.

Related Policies: [Children and Visitors on Campus](#), [Programs Involving Minors](#)

Procedures: [410P](#)

Additional Information:

Effective Date: 04/24/2018

Last Reviewed Date: 06/13/2020

1. Scope

This policy applies to all employees of Northern Virginia Community College and to independent contractors and services personnel working at the College.

2. Policy Statement

All employees, who in their official or professional capacity, have reason to suspect that a minor is an abused or neglected child, are required to report the matter as soon as possible, but not longer than 24 hours after having reason to suspect a reportable offense of child abuse or neglect. Reports should be made to the Department of Social Services (DSS) toll-free child abuse and neglect hotline 1-800-552-7096.

3. Definitions

Abused or Neglected Child: Any child under 18 years of age whose parent or any person responsible for his or her care:

- a. Causes or threatens to cause non-accidental physical or mental injury, or allows such an injury;
- b. Allows a child to be present during the manufacture of a controlled substance or during the unlawful sale of such substance where such activity would constitute a felony violation;
- c. Neglects or refuses to provide adequate food, clothing, shelter, emotional nurturing or health care;
- d. Abandons the child;
- e. Neglects or refuses to provide adequate supervision in relation to a child's age and level of development;

- f. Knowingly leaves a child alone in the same dwelling with a person, not related by blood or marriage, who has been convicted of an offense against a minor for which registration is required as a violent sexual offender; or
- g. Commits or allows to be committed any illegal sexual act upon a child, including incest, rape, indecent exposure, prostitution or allows a child to be used in any sexually explicit visual material.

Employee: any individual at any level of employment who receives compensation from NOVA.

4. Procedures

See [410P](#).

5. Authority

[Code of Virginia §63.2-100](#)

VCCS Policy 3.14.6 Reporting Sexual Child Abuse or Neglect