

# Benicia Youth Basketball Coaches' Guide to Reporting Suspected Abuse



Children's Protective Services — Solano County Health and Social Services Department  
Office Location— 275 Beck Avenue, Fairfield, CA 94533  
Mailing Address — P.O. Box 4090, Fairfield, CA 94533-0677  
Regular Business Number— (707) 784-8280  
To Report Child Abuse Call: Monday through Friday, 8:00a.m. to 5:00p.m. — 1-800-544-8696  
After Hours and Holidays — 1-800-544-8696

*Dear Youth Basketball Coach,*

*As a youth sports coach, you fall into the category of Mandated Reporters, along with teachers, daycare providers, lifeguards, doctors and police officers to name a few. Mandated Reporters are legally responsible for contacting and reporting any form of suspected child abuse to Child Protective Services of Solano County.*

*Hopefully this is something that you will never need to deal with, but just in case, we want you to know what do. This brochure is being provided to you as a resource so that you know what to do if you suspect that one of the children on your team is being abused. Child Protective Services relies on Mandated Reporters and other responsible adults to help keep kids safe.*

*Please look over this information and feel free to contact Wendy Stratton Monahan if you have any questions: 707-746-4306.*

*Thank you very much  
Wendy Stratton Monahan, Recreation Supervisor*

## **WHEN & HOW A REPORT SHOULD BE MADE**

### **WHEN TO CALL CPS:**

A child is physically injured by other than accidental means; A child is subjected to willful cruelty or unjustifiable punishment; A child is abused or exploited sexually; A child is neglected by a parent or caretaker who fails to provide adequate food, clothing, shelter, medical care or supervision.

### **HOW TO REPORT:**

1. Telephone Report: 24 Hour Number 1-800-544-8696

A telephone report must be made as soon as possible upon suspicion of a child abuse incident. This report will include:

- a) The name of the person making the report
- b) The name of the child.
- c) The present location of the child.
- d) The nature & extent of any injury.
- e) The information that led the mandated reporter to suspect child abuse.

2. Written Report: Within 36 hours of making the telephone report the mandated reporter shall complete the Suspected Child Abuse Report 11166 and mail to Adult and Children's Services, P.O. Box 12000, Vallejo, CA 94590. The "Suspected Child Abuse" form can be found at: <http://ag.ca.gov/childabuse/forms.php#doj>

**The information in this brochure is extremely important. Please make sure to take the time to read the entire brochure carefully.**



## **MISSION OF CHILD PROTECTIVE SERVICES OF SOLANO COUNTY**

The mission of the Solano County Child Welfare Division is to protect children from abuse and neglect by strengthening their families or finding safe, permanent homes so that they can grow into healthy, productive adults. To accomplish our mission, we work with our community partners.

### **CPS INTAKE**

Child Protective Services is available to receive calls 24 hours a day, for reports of suspected child abuse and/or neglect. Calls come from neighbors, relatives, schools, child care centers, doctors, nurses, family counselors and others who have contact with children, as well as law enforcement agencies. The calls are screened and those appropriate for CPS are assigned to a Social Worker for investigation. An immediate emergency response is made in some situations.

### **ASSESSMENT**

To determine the level of danger to the child, a Social Worker talks to the child at school and makes an unannounced home visit. The Social Worker must get as much information as possible to assess immediate and potential danger and to determine the best course of action. It is important that the Social Worker talk with the child's parents or caretaker. Discussion with other family members is sometimes warranted. Sometimes the allegations are unfounded. In other situations, services are provided to the family to reduce the potential for future harm to the child through appropriate interventions. Sometimes the family situation is so unsafe that the child is considered to be in imminent danger and in need of the protection of the Juvenile Court. In those cases, law enforcement is either working jointly with the social worker or they are called to remove the child. Only the Police, Deputy Sheriff or CHP can put the child in protective custody. The child is then placed in a suitable home with other relatives or in foster care. It is the Juvenile Court that determines whether or not a child remains in out-of-home care until such time that the child can be safely returned to their natural home or is placed in a permanent home.