



DEPARTMENT OF DEFENSE DEPENDENTS SCHOOLS PACIFIC/  
DOMESTIC DEPENDENT ELEMENTARY & SECONDARY SCHOOLS - GUAM  
DIRECTOR'S OFFICE  
UNIT 35007  
APO AP 96376-5007

September 27, 2005

MEMORANDUM FOR DODDS PACIFIC AND DDESS GUAM EMPLOYEES

THROUGH: SUPERVISORS

SUBJECT: Procedure for Reporting Suspected Child Abuse and Neglect Cases

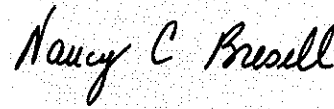
Reference: DoDEA Regulation 2050.9, Family Advocacy Program (FAP) Process and Procedures for Reporting Incidents of Suspected Child Abuse and Neglect, dated January 27, 1998

I want to ensure that all DoDDS Pacific and DDESS Guam employees understand the procedures that must be followed when reporting suspected child abuse and neglect cases. Based on the referenced regulation, if you have reason to believe that a student has been abused or neglected, within or outside of our school system, it is your responsibility to report this information immediately to the local installation FAP officer and to your immediate supervisor.

If your immediate supervisor is not available, or if your immediate supervisor is the individual suspected or accused of child abuse or neglect, then you must report the information to your next higher level supervisor in the DoDDS Pacific or DDESS Guam chain of command.

Effective immediately, principals will report only institutional child abuse and neglect through the DoDEA chain of command. Institutional child abuse or neglect is the abuse or neglect of a student by a DoDEA employee, or that has allegedly occurred within the school setting. This information will be submitted to your district superintendent, Dr. Joseph Tafoya, and me using the Alleged Child Abuse Report (DS Form 2050.9.1) that is at Enclosure 2 of the referenced regulation. This form will not be used to report non-institutional child abuse or neglect that allegedly has occurred outside of our school system, nor will non-institutional cases be reported through the chain of command beyond the district superintendent's level. However, you will still be responsible for ensuring that suspected or alleged non-institutional child abuse and neglect is promptly reported to your local installation FAP officer.

DoDDS Pacific and DDESS Guam employees who are not school principals or management officials are not authorized to forward a report of alleged or suspected child abuse or neglect to any DoDDS, DDESS, or DoDEA office above their immediate supervisor. Please contact your immediate supervisor for further information or questions concerning child abuse or neglect.

A handwritten signature in black ink that reads "Nancy C. Bresell". The signature is written in a cursive style and is positioned above the printed name and title.

Nancy C. Bresell  
Director