**The Evergreen State College Master in Teaching Program**

**Teacher Candidate Reporting Process: Suspected Abuse**

The State of Washington includes specific directives in the Code of Conduct (<http://goo.gl/FR0d1>) concerning professional behaviors and dispositions of teachers and administrators, and includes the requirement to report abuse of children and youth. The specific RCW’s related to reporting are:

**MANDATORY REPORTING (RCW 26.44.030)**

When any professional school personnel has reasonable cause to believe that a child has suffered abuse or neglect, he or she SHALL report such incident or cause a report to be made to the proper law enforcement agency or to the Department of Social and Health Services within 48 hours.

**DUTY TO REPORT PHYSICAL ABUSE OR SEXUAL MISCONDUCT BY SCHOOL**

**EMPLOYEES (RCW28A.400.317)**

A certificated or classified school employee who has knowledge or reasonable cause to believe that a student has been a victim of physical abuse or sexual misconduct by another school employee, shall report such abuse or misconduct to the appropriate school administrator. The school administrator shall cause a report to be made to the proper law enforcement agency if he or she has reasonable cause to believe that the misconduct or abuse has occurred as required under RCW 26.44.030. During the process of making a reasonable cause determination, the school administrator shall contact all parties involved in the complaint.

Though neither of these requirements specifically mentions teacher candidates, the Master in Teaching (MiT) program is required to prepare candidates for these responsibilities. After conferring with staff at the Professional Educator Standards Board, Teacher Education Programs faculty and staff have agreed to implement the following steps if a teacher candidate in a practicum or student teaching placement has “reasonable cause to believe”, or “has knowledge or reasonable cause to believe that a [K-12] student has been a victim of physical abuse or sexual misconduct by another school employee . . .” The teacher candidate will also follow these steps if s/he believes that a teacher or paraprofessional has verbally or emotionally abused a K-12 student.

The candidate will:

1. Summarize the event in writing, date the summary, and sign it.
2. As soon as possible, share the event with her/his faculty supervisor or seminar leader via the phone or in person.
3. Give copies of the summary to the Director of the Teacher Education Programs, or designee, and to her/his faculty supervisor or seminar leader.
4. Meet with the Teacher Education Director, or designee, and her/his faculty to determine whether, and how, to approach the mentor and or the building administrator.
5. Enact the decision made in the meeting with the support of her/his faculty member.

If a candidate has “reasonable cause to believe that a child has suffered abuse or neglect” by someone outside the school, the candidate will report her/his concerns to the mentor teacher and follow school guidelines about reporting suspected abuse or neglect. The candidate will also report her/his concerns and to the faculty supervisor or seminar leader.