

**Steamboat Springs School District
Report of Suspected Child Abuse/Neglect**

Steps to Reporting:

1. Inform Building Principal/Counselor
2. Call the Colorado Child Abuse & Neglect Hotline 1-844-co-4-kids (1-844-264-5437)
3. Use this form to document and guide you through the reporting process
4. Document the follow-up from DHS on this form or attach written documentation from DHS to this form
5. Store Report and supporting documents in a confidential location

Date of Report: _____ Time of Report: _____

Reporting Staff Member's Name: _____

Principal Notified of Report: Date: _____ Time: _____

School Name: _____

School Phone #: _____ School FAX # _____

Reporting Party Work Phone #: _____ Email: _____

Child's Last Name: _____ First Name: _____ M.I.: _____

**** Have the Bio Page in the Student Information System pulled up for this student to aid in the sharing of vital information with the agent taking the report.****

Be prepared to state the nature and extent of your concern for abuse or neglect including the circumstances that lead to the suspicion that the child is a victim of abuse or neglect. Request that a summary of your report be sent to you for your documentation.

Follow-up Documentation:

Related Document: S-25: Reporting Child Abuse

Revised: August 8, 2023