

JLF  
REPORTING CHILD ABUSE /  
CHILD PROTECTION

Any School personnel, including substitute teachers and any member of a school district governing board who reasonably believe that a minor is or has been the victim of physical injury, abuse, child abuse, a reportable offense or neglect that appears to have been inflicted upon the minor by other than accidental means shall immediately report or cause reports to be made of such information to a law enforcement officer by dialing 9-1-1. Such reports shall be made immediately by telephone. A report to a school resource officer or a school safety officer does not satisfy the reporting requirements of A.R.S 13-3620.

When a report is received by a school resource officer or a school safety officer, the officer shall immediately notify a law enforcement agency in the appropriate jurisdiction and shall submit to the local law enforcement agency all information relating to the report for the purposes of the law enforcement agency investigating the reported conduct.

Pursuant to A.R.S. [13-3620](#), such reports shall contain:

- A. The names and addresses of the minor, the parents, or the person or persons having custody of such minor, if known.
- B. The minor's age and the nature and extent of the minor's abuse, child abuse, or physical injuries or neglect, including any evidence of previous abuse, child abuse, physical injury or neglect.
- C. Any other information that such person believes might be helpful in establishing the cause of the abuse, child abuse, physical injury or neglect.

A person who furnishes a report, information, or records required or authorized under Arizona Revised Statutes or a person who participates in a judicial or administrative proceeding or investigation resulting from a report, information or records required or authorized under Arizona Revised Statutes is immune from any civil or criminal liability by reason of that action unless such person has acted with malice or unless such person has been charged with or is suspected of abusing or neglecting the child or children in question.

Any certificated person including substitute teachers and any member of a school district governing board or Governing Board member who reasonably suspects or receives a reasonable allegation that a person

certificated by the Department of Education has engaged in conduct involving minors that would be subject to the reporting requirements of section [13-3620](#) shall report or cause reports to be made to the Department of Education in writing as soon as is reasonably practicable but not later than three (3) business days after the person first suspects or receives an allegation of the conduct.

Any person who is employed as the immediate or next higher-level supervisor to or administrator of a person who is statutorily required to report is not required to report if the supervisor or administrator reasonably believes that the report has been made by the person who is required to report.

Any school employee who has made a mandatory report to law enforcement shall provide written notification to the principal of the oral report no later than the next workday following the making of the report.

### **Interviewing Requirements**

**A student who is identified as a potential victim of a reportable offense may be interviewed only as provided by the local county protocol that is adopted pursuant to A.R.S. 8-817. This does not prevent a school resource officer or safety officer from either:**

- A. receiving a voluntary report of a reportable offense from a student who is an alleged victim.**
- B. asking a student minimal follow-up questions that are necessary and authorized by the county protocol.**

### **Reporting Not Required**

A report is not required under A.R.S. [13-3620](#) for conduct prescribed by A.R.S. [13-1404](#) and [13-1405](#) if the conduct involves only minors who are fourteen (14), fifteen (15), sixteen (16) or seventeen (17) years of age and there is nothing to indicate that the conduct is other than consensual.

A report is not required if a minor is of elementary school age, the physical injury occurs accidentally in the course of typical playground activity during a school day, occurs on the premises of the school that the minor attends and is reported to the legal parent or guardian of the minor, and the school maintains a written record of the incident. The school will maintain a written record of the physical injury as part of the student's health file as required by Arizona State Library, Archives and Public Records (ASLAPR).

### **Failure to Report**

A person who fails to report abuse as provided in A.R.S. [13-3620](#) is guilty of a class 1 misdemeanor, except if the failure to report involves a reportable offense, the person is guilty of a class 6 felony.

~~Any certificated person or Governing Board member who reasonably suspects or receives a reasonable allegation that a person certificated by the Department of Education has engaged in conduct involving minors that would be subject to the reporting requirements of section [13-3620](#) shall report or cause reports to be made to the Department of Education in writing as soon as is reasonably practicable but not later than three (3) business days after the person first suspects or receives an allegation of the conduct.~~

~~Any person who is employed as the immediate or next higher level supervisor to or administrator of a person who is statutorily required to report is not required to report if the supervisor or administrator reasonably believes that the report has been made by the person who is required to report.~~

~~Any school employee who has made a mandatory report to law enforcement shall provide written notification to the principal of the oral report no later than the next workday following the making of the report.~~

### **Posting Requirements**

Each school shall post in a clearly visible location in a public area that is readily accessible to students a sign that contains all of the following:

- A. In boldfaced type, the telephone number of the centralized intake hotline concerning suspected abuse and neglect of children that is established pursuant to A.R.S. [8-455](#).
- B. Instructions to call 911 for emergencies.
- C. Directions for accessing the website of the Department of Child Safety for more information on reporting child abuse, child neglect and the exploitation of children.

### **Definitions**

**School Safety Officer: a peace officer who is working in an off-duty capacity at a school. [A.R.S. 15-514]**

**School Resource Officer: A peace officer or a full authority reserve peace officer who is certified by the Arizona Peace Officer Standards and Training Board (AZPOST). [A.R.S. 15-154]**

**Peace Officer: "Peace Officer" means sheriffs of counties, constables, marshals, policemen of cities and towns, commissioned personnel of the department of public safety, personnel who are employed by the state department of corrections and the department of juvenile corrections and who have received a certificate from the Arizona Peace Officer Training Board (AZPOST). [A.R.S. 1-215]**

Adopted: ~~October 19, 2021~~ **June 24, 2025**

LEGAL REF.:

A.R.S.

**1-215**

8-201

**8-455**

**8-817**

13-1404 *et seq.*

**13-1405**

13-1410

13-3019

13-3212

13-3506

13-3506.01

13-3552

13-3553

13-3608

13-3619

13-3620

13-3623

**15-154**

15-514

46-451

46-454

CROSS REF.:

GBEB - Staff Conduct

GBEBB - Staff Conduct With Students

JIH - Student Interrogations, Searches, and Arrests

JIH-EB - Student Interrogations, Searches, and Arrests

JKA - Corporal Punishment