

GUIDE FOR STUDENT WELFARE CHECKS DURING SCHOOL CLOSURES

STUDENT WELFARE AND COMPLIANCE [240-740-3215](tel:240-740-3215)

Under Maryland law and Montgomery County Public Schools (MCPS) regulations, employees have a legal duty to act and report incidents of suspected child abuse and neglect (MCPS Regulation JHC-RA, *Reporting and Investigating Child Abuse and Neglect*), and incidents of student suicidal ideations and suicide attempts (MCPS Regulation IOH-RA, *Mental Health Referrals*). When a disclosure or an allegation is received during school closures, staff members are still required to report and adhere to Maryland law and MCPS regulations. If a staff member suspects that a student may be in immediate danger in the home, they must quickly intervene to ensure student safety. The following steps can be used as a guide to assess the welfare of a student, at home, during school closures.

1. IN ALL CASES - ALLEGATIONS OF SUSPECTED CHILD ABUSE/NEGLECT

- Make an Oral Report to **Child Protective Services (CPS) 240-777-4417** [ALL CASES INVOLVING RAPE OR SEXUAL ASSAULT BY FORCE OR THREAT OF FORCE REQUIRE A CALL TO SPECIAL VICTIMS INVESTIGATION DIVISION (SVID) OF MCPD at 240-773-5400]
- Make sure you report why you suspect abuse and if the alleged abuser is in the home
- Notify principal/supervisor of the report to CPS
- Submit the online Written Report, [MCPS Form 335-44, Report of Suspected Abuse or Neglect](#)
- Principal will document the report to CPS in the Principal's CPS Log
- Do not investigate
- CPS will screen the allegations for investigation

STUDENT IN IMMEDIATE DANGER AT HOME?

- Call 911 and request a welfare check

WELFARE OF STUDENT IS QUESTIONABLE IN THE HOME?

- Administrator, counselor, or psychologist, will contact the student to assess the situation
- If the student is in imminent danger, call 911, have the student retreat to a safe place in the house
- If the student is not at immediate risk, review a safety plan with the student in the event the situation should escalate
- CPS will screen the allegations for investigation

WELFARE OF STUDENT IS QUESTIONABLE AND CANNOT BE CONFIRMED?

- Principal will consult with Student Welfare and Compliance (SWC) 240-740-3215 and The Office of Student/Family Support and Engagement (OSFSE) 240-740-5630
- Situation will be assessed based on the safety and welfare of the student:
 - a) Has there been evidence of student connection via distance learning or are there other concerns such as safety, mental health, home abuse, etc.?
 - b) Has a digital footprint with the assistance of OCTO been established and are there home connectivity issues?
 - c) Are any alternative phone number via the internet for the family and after school care contact?
 - d) Are there any other siblings in MCPS and are they also not engaged in distance learning?
 - e) Has the school mailed a certified letter (US Mail) sharing the concerns and providing points of contact? (Mailed from a local Post Office with a return delivery confirmation that would get it to the home the quickest and would confirm delivery)
- SWC and School Safety and Security may assign two MCPS staff to conduct a home visit
- If the home visit determines an immediate threat to the student, the staff on site will call 911
- If the student's welfare is not at immediate risk, the staff on site will review a safety plan with the student in the event the situation should escalate
- The staff on site will help coordinate communication between the student and the counselor or psychologist
- CPS will screen the allegations for investigation

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2. SELF-HARM or SUICIDAL IDEATIONS

- Staff member notifies principal.
- School counselor and/or psychologist is consulted to assess the situation and completes [MCPS Form 335-54, Suicide Risk Reporting Form](#). [OSFSE staff members are available for consultation at 240-620-1744]
- If the situation warrants a mental health referral, counselor or psychologist completes [MCPS Form 560-10, Crisis Center Referral Information](#).
- Remember, Crisis Center staff members are available at 240-777-4000 to consult with school staff to provide guidance on risk and follow-up strategies.
- Principal, school counselor, or psychologist **contacts** parents/guardians to notify them of any suicide threat, including secondhand information, even when the student denies the threat.
- Principal, school counselor, or psychologist **provides** the family information about the Crisis Center (*email MCPS Form 560-10*), and/or other Department of Health and Human Services resources.
- School counselor or psychologist follows up with the student and family.

SUPPORT SERVICES AND RESOURCES

Crisis Interventions	Contact Information	Supports
Montgomery County Department of Police (MCPD)	301-279-8000	Non-Emergency
Special Victims Investigations Division (SVID)	240-773-5400	Child sexual abuse, sexual assaults, exploitation, run-aways
Victims Assistance Unit (MCPD)	240-773-5626	Offers support and information victims of crimes and their family members
Victim Assistance and Sexual Assault Program (VASAP)	240-777-1355 weekdays 240-777-4357 crisis line	Assists victims of crimes such as rape/sexual assault, homicide, driving while intoxicated (DWI), carjacking, hate crimes, arson, larceny, robbery, auto theft and vandalism. The program provides information and referral, advocacy, crisis and ongoing counseling, support
Child Protective Services (CPS)	240-777-4417	Report suspected child abuse or neglect
Adult Protective Services (APS)	240-777-3000	Provides professional services to protect the health, safety, and welfare of endangered, vulnerable adults
Crisis Center	240-777-4000	Suicidal ideations, self-harm 24/7
Montgomery County Hotline	301-738-2255	Daily texting available from noon to midnight 24/7
Family Justice Center	240-773-0444	Feeling unsafe at home
National Runaway Safe Line	800-RUNAWAY (786-2929) www.1800runaway.org	Runaway, homeless, and at-risk youth safe and off the streets, provides education and solution interventions, support to at-risk youth and their families. 24/7
Interagency Commission on Homelessness (ICH)	240-777-1209	Support for homelessness residents
LGBTQ ORGANIZATIONS	Contact Information	Supports
SMYAL	202-546-5940 SMYAL.org	Daily support chat rooms M-F 11a.m.- 1:30 p.m.
Rainbow Youth Alliance	Rainbowyouthalliancemd.org	Virtual support groups every other Sunday, 3:45p.m.- 6:00 p.m.
Trevor Project National Helpline	866-488-7386 www.thetrevorproject.org	Hotline for LGBTQ+ youth, who may be in crisis, feeling suicidal, or needing a safe, judgment-free place to talk, provides local referrals, 24/7
Hate/Bias Incidents	Contact Information	Supports
Maryland Hate Crime Hotline	866-481-8361	Special interest groups and supports
Communities United Against Hate (CUAH)	www.cuahmcmd.org	
National Association for the Advancement of Colored People (NAACP)	888-649-5991	
The Black & Brown Coalition	www.mocoedequitynow@gmail.co	
Muslim Community Center	301-384-3454 info@mccmd.org	
Identity	301-963-5900	
Chinese American Parents Association	240-630-2272 www.capamc.org	
Jewish Community Relations Council (JCRC)	301-770-0881	
Anti-Defamation League (ADL)	202-452-8310	

Full list of Montgomery County COVID-19 Resources

<https://montgomerycountymd.gov/HHS/RightNav/COVID19CommunityResources.html>