



The reporting employee must provide DCYF with his/her name and contact information as well as the name, title and contact information of every employee known to have knowledge of the allegation. No anonymous calls are permitted.

When an allegation of child abuse is made against a PPSD staff member the building principal or director of school operations must contact the designated human resources manager immediately after contacting DCYF. If the principal or director is unable to make contact, he/she should call