

Defelice, Monica

From: Mizell, Beth [Beth.Mizell@snoco.org]
Sent: Friday, September 23, 2011 8:38 AM
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Cc: Varano, Joe; Reardon, Kristi; Pendray, Kari
Subject: Parent-Community Volunteer Training
Follow Up Flag: Follow up
Flag Status: Completed
Attachments: Clarification Child Abuse and Neglect training.doc; Parent-Community Volunteer statement.pdf; Spanish Parent-Community Volunteer statement.pdf

Good morning,

As many of you may recall from last spring, the County realized during our Self-Assessment process that we had not been requiring volunteers to view the CPS Mandated Reporter Video prior to volunteering in the program, as detailed in our ECEAP Contract. We clarified this expectation with the Department of Early Learning, and learned that the parents and community volunteers must receive training on child abuse and neglect, but are not required to view the video. We added this as an enhancement in your 2011-2012 Contract Requirements. Attached here are three documents to use as you implement this new requirement:

1. The clarification regarding volunteer training on the prevention of child abuse and neglect – what must be included in the training, the timing of the training (PRIOR to volunteering in the classroom) and how sites must document that the training has occurred.
2. Parent-Community Volunteer Statement in English
3. Parent-Community Volunteer Statement in Spanish

All of these documents have been reviewed and approved by the Department of Early Learning to ensure that providing the training without asking volunteers to view the video would meet DEL requirements. Please Note: Sites must maintain a copy of each signed volunteer statement, AND a copy must be sent to the County to be maintained in a file here; send the copies to the attention of your County Coordinator.

Please feel free to call your County Coordinator if you have any questions. Thank you for helping us attend to this important requirement!

Beth

Beth Mizell, M.S.

Education and Family Coordinator

2/23/2012

**Clarification regarding volunteer training on the
Prevention of Child Abuse and Neglect
Based on call with DEL 3/31/2011**

- **ALL** volunteers must receive training on the prevention of child abuse and neglect prior to volunteering in the program, regardless of how often he/she volunteers.
- Training must occur annually.
- Training consists of viewing of the video OR a different format that describes the following elements:
 - Definition of child abuse and neglect;
 - What to do if a volunteer suspects abuse or neglect; and
 - Definition of a “Mandated Reporter, including their role and what they are required to do by law.”
- When completing training, the volunteer must sign a statement that acknowledges that the volunteer received training and understands his/her role.
- Parents are **NOT** Mandated Reporters. Signed statements may include a sentence referring to this information.
- Each site must retain signed, original statements; sites must also send copies of statements to the County.