



1720 Bishop St., San Luis Obispo, CA 93401 * (805) 544-0801
email info@slocdc.org * www.slocdc.org

Name: _____ Facility: San Luis Obispo Child Development Center

Social Security Number: _____ - _____ - _____ Position: _____

The Child Abuse Reporting Law (Penal Code, Section 11166) requires any child care custodian, health practitioner, employee of a child protective agency, who has knowledge of or observes a child in his/her professional capacity or within a scope of his/her employment, whom he/she knows or reasonably suspects has been the victim of child abuse, to report the known or suspected instance of child abuse to a child protective agency immediately or as soon as practically possible by telephone and to prepare and send written report thereof within 36 hours of receiving the information concerning the incident.

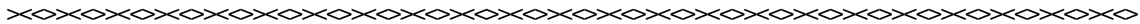
“Child Care Custodian” includes: licensees, administrators and employees of licensed community care or child day care facilities, foster parents, group home personnel and personnel of residential care facilities.

As a volunteer or intern at the San Luis Obispo Child Development Center, you are not a legally mandated reporter, however, we require you to report suspected child abuse or neglect immediately to your supervisor. Please note the information on child abuse that is included in your handbook.

I have read and understand that as a volunteer or intern I am to report suspected child abuse or neglect to my supervisor immediately.

Signature

Date



DRUG FREE WORK PLACE

Drug Free Work Place: The San Luis Obispo Child Development Center policy is to maintain a “drug-free” workplace in compliance with the requirements of the Drug-Free Workplace Act of 1990 (Government Code Section 8350 et. Seq.). The unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited [8355(a)].

The Center’s Personnel Policy (Selection 12.5) prohibits the use, possession, or transfer of any intoxicants, controlled substances, alcohol, or related paraphernalia in any manner during work hours, while on the job or while on San Luis Obispo Child Development Property. The Personnel Policy also prohibits smoking (Section 12.6) on Center premises or at Center Activities.

The center recognizes the dangers of drug abuse in the workplace and it is our policy to maintain our organization as a “drug-free” workplace.

Any employee who has a drug/alcohol problem may contact the Center’s Executive Director for a referral to counseling and programs available in the community. Available program contact numbers are also posted in our staff area.

I understand the above statements apply to volunteer/interns and agree to the conditions therein stated.

Signature

Date