

This resource is one of many available to you through the *Second Step* Child Protection Unit, a comprehensive school-based child protection program, which includes staff training, student lessons, and family resources. Access additional free resources on child sexual abuse prevention for parents at earlyopenoften.org.

Creating a Child Protection Team

What is a Child Protection Team (CPT)?

A CPT is composed of 5–7 individuals and may include both school or program staff and representatives from local child protection agencies who perform some or all of the following functions:

- Discuss potential cases of child abuse and neglect and determine if they warrant reporting
- Act as intermediary between staff wanting to make a report and the appropriate reporting authority
- Coordinate staff child abuse and neglect prevention training
- Address child safety concerns of staff

How is having a child protection team advantageous?

CPTs are an advantage for schools or child-serving programs because they help the reporter feel supported and ensure that no one person bears the entire responsibility for reporting abuse and neglect.

Things to Consider

Members

- How many members will be on the team, and who will they be?
- Will the team include a member from a local child protection agency?
- Will team members need to change periodically? How and at what intervals?

Meetings

- Where and when will the team meet?
- Will the team only meet to discuss cases, or on a more regular basis?

Responsibilities

- Will the team be responsible only for reviewing cases, or also (if allowed by state law) for making the report?
- Who will be available outside of school or program hours to take and/or make reports?
- Which member is responsible for making the report?
- How will the team communicate with the person who brought them the report, and regarding what?
- What role will the team have after the report is filed?
- What records of abuse reports must the team maintain? How, where, and for how long will they be stored?
- Will the team coordinate staff training in child abuse and neglect prevention?