



Las Cruces Public Schools

Form JLF-E1
Report of Suspected Child Abuse

INSTRUCTIONS: As soon as reasonably possible, an oral report must be made to a social worker at the New Mexico Children Youth and Families Department (CYFD) at 1-855-333-7233 or #7233 from a cell phone, or to a law enforcement agency. Complete the report and distribute it as indicated below (staff may remain anonymous), call the Chief of Staff at 527-5807 with questions. Reference: Policy JLF - Reporting Child Abuse.

Part I - INFORMATION ON CHILD

Type of referral: [] Physical Abuse [] Sexual Abuse [] Neglect [] Mental Injury Child's Birth Date Age
Name of Child Gender: [] F [] M Grade
Home Address
Siblings (if known) Name Age School Attending

Part II - PERSON(S) RESPONSIBLE FOR CHILD'S CARE

Father Home/Cell Phone: Work Phone:
Mother Home/Cell Phone: Work Phone:
Guardian Home/Cell Phone: Work Phone:
Relationship of guardian: Address:

Part III - INJURY INFORMATION

State: the nature and extent of the current injury to the child, circumstances leading to the suspicion that the child is a victim of maltreatment, any other information available to you which would be of aid in establishing the cause of the injuries and/or neglect:
Give information concerning previous injury or conditions of neglect to this child or other children in this family situation, including previous action taken, if any:

Part IV - TO BE COMPLETED BY PERSON MAKING REPORT

Employee: Position:
School Name:
Date: Hour of Oral Report
Name of person To Whom Oral Report Was Made (Please print)
Signature, Person Making Report Date Mailed/Delivered