

REQUEST TO INTERVIEW A CHILD AT SCHOOL

The Kansas Department for Children and Families requests	
School _____ of (U.S.D. No.) _____ to provide an appropriate site on school premises for the purpose of conducting an interview or interviews with (Names of Pupils):	
This request is for the date(s) of: _____	
at (select one): ☐ Specific time: _____ ☐ Immediate	
Requested by:	
DCF Staff:	_____
DCF Office:	_____
Phone #:	_____
Note: School personnel are NOT REQUIRED BY LAW to notify parents or custodians of an investigation by the Department for Children and Families or a law enforcement agency. Contacting a parent or custodian concerning a report or investigation may have the potential for further harm to the child. At the discretion of DCF or a law enforcement agency, a school person may be requested to be present during the interview, based on the best interests of the child. The person requested to be present may decline. There is no statutory authority for a school to require the presence of school personnel in the interview.* DCF may disclose to school personnel such information as the school needs to care for or protect the child. The department is also permitted to summarize the outcome of the investigation for the reporter of abuse or neglect.*	
* See reverse for additional information.	
Distribution:	☐ School ☐ DCF

(This form supersedes CFS 1003 REV 3/11)

EXCERPTS FROM THE KANSAS CODE FOR CARE OF CHILDREN

38-2212 (c) *Necessary access.* The following persons or entities shall have access to information from agency records. Access shall be limited to information reasonably necessary to carry out their lawful responsibilities, to maintain their personal safety and the personal safety of individuals in their care, or to educate, diagnose, treat, care for or protect a child alleged to be in need of care. Information authorized to be disclosed pursuant to this subsection shall not contain information which identifies a reporter of a child who is alleged or adjudicated to be a child in need of care.

(11) Any educational institution to the extent necessary to enable the educational institution to provide the safest possible environment for its pupils and employees.

(12) Any educator to the extent necessary to enable the educator to protect the personal safety of the educator and the educator's pupils

38-2226(g) *Cooperation between school personnel and investigative agencies.*

(1) Educational institutions, the secretary and law enforcement agencies shall cooperate with each other in the investigation of reports of suspected child abuse or neglect. The secretary and law enforcement agencies shall have access to a child in a setting designated by school personnel on the premises of an educational institution. Attendance at an interview conducted on such premises shall be at the discretion of the agency conducting the interview, giving consideration to the best interests of the child. To the extent that safety and practical considerations allow, law enforcement officers on such premises for the purpose of investigating a report of suspected child abuse or neglect shall not be in uniform.

(2) The secretary or a law enforcement officer may request the presence of school personnel during an interview if the secretary or officer determines that the presence of such person might provide comfort to the child or facilitate the investigation.

