

# Reporting Requirement "Cheat Sheet" for Working with Minors

#### Title IX

Discrimination based on age, color, disability, sex (including pregnancy), gender, gender identity, gender expression, genetic information, national origin, political affiliation, race, religion, sexual orientation, or veteran status.

#### Any of the following:

- "This for That" sexual requests
- Persistent, unwanted sexual advances
- Severe, objectively offensive sexual behavior to make a reasonable person want to leave a program, event or activity
- Sexual Assault
- Stalking
- Rape

#### Who to Notify:

Program Administrator
VA Tech Title IX Coordinator
Local Police
(for bold incidents in list)
Youth Protection Office

#### **Clery Act**

Offenses below on or close to university property:

- Homicide: murder and nonnegligent manslaughter
- Negligent manslaughter
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- Liquor Law Violation (does not apply to public intoxication or DUI)
- Drug Law Violation
- Weapon Law Violation
- Hate Crime
- Larceny-Theft
- Simple Assault
- Intimidation
- Property Damage
- Domestic Violence
- Dating Violence
- Stalking Incidents
- Sexual Assault
- Rape

# Who to Notify:

Program Administrator
VA Tech Title IX Coordinator
(for bold incidents in list)
Local Police
Youth Protection Office

## Abuse/Neglect of Minor

By parent, guardian or any custodial relationship.

Possible Signs of Abuse:

- Unexplainable injury
- Burn marks
- Bruising
- Fear of parents
- Withdraws or "shrinks" with adult presence

Possible Signs of Neglect:

- Begs or steals food or money
- Lacks needed medical or dental care, immunizations, or glasses
- Is consistently dirty and has severe body odor
- Lacks sufficient clothing for the weather
- Abuses alcohol or other drugs
- States that there is no one at home to provide care

# Who to Notify:

Program Administrator Local Police if any immediate danger exists Local Office of Social Services Youth Protection Office

### **Important Contacts:**

- Virginia Tech Police (540) 382-4343 or 911 if an emergency
- VA Tech Title IX Coordinator (540) 231-1824
- Youth Protection Office: (540) 838-1255
- Montgomery County Social Services (540) 382-6990

The Virginia Department of Social Services operates a CPS Hotline 24/7 to support local departments of social services by receiving reports of child abuse and neglect and referring them to the appropriate local department of social services. The CPS Hotline is staffed by trained Protective Services Hotline Specialists. The phone numbers are:

In Virginia: 800-552-7096 Out of state: 804-786-8536 Hearing-impaired: 800-828-1120