

DHS/Law Enforcement Student Interview Record – Potential Child Abuse or Neglect

Student name: _____

Date of birth: _____

School: _____

Date of interview: _____

Part 1: To Be Completed by Interviewing Agents

Interviewing agents:

Name (printed): _____

Signature: _____

Agency: _____

Name (printed): _____

Signature: _____

Agency: _____

Will parent/guardian be contacted? Yes No

By whom: _____

Rationale for interview:

- Warrant (Please attach)
- Court Order (Please attach)
- Parental Consent (Person contacted and date/time): _____
- Exigent Circumstances (Briefly explain): _____
- Other as directed by law enforcement officer (Briefly explain): _____

Part 2: To Be Completed by School Personnel

Administrator notified:

Name: _____

Date/time: _____

Check if administrator not notified because he or she is the subject of the investigation.

Interviewers were informed of student's disabling conditions, if any:

Person providing information: _____

Date/time: _____

Disabling conditions (write "n/a" if none): _____

Were there school staff members present for the interview? (not required by law, but may be present at investigator's discretion)

Staff member(s) present: _____

(Staff members who were present during the interview are not authorized to reveal any information from the interview without court authorization!)

Time and location of interview:

Location: _____

Time interview began: _____

Time interview ended: _____

Check if student taken into custody

This form should be placed in a separate file and not in student's educational record file.