Seneca Waterways Council                                        Boy Scouts of America

IMPORTANT MEMORANDUM

To: All Registered Scouters and Parents
From: Stephen Hoitt, Council Executive
Date: February 28, 2012


**Re: Procedure for Reporting "Child Abuse" in Seneca Waterways Council**

The Boy Scouts of America mandates the following procedure for reporting Child Abuse:

Any suspicion or belief that any child is or has been physically, emotionally or sexually abused, exploited or exposed to any form of violence, threat, pornography or obscene material should be reported to **local authorities and to the Scouting Executive**.

In New York State:  The NY Deptartment of Child Abuse (1-800-342-3720) will deal with any family related abuse situation or abuse from unknown sources.  Any abuse allegations against someone who is not related to the victim needs to be reported to the local law enforcement agency.

Scout Executive: Council Phone: Work (585) 241-8554; Home Phone: (585) 678-4593; cell (585) 734-5706 e-mail: sthoitt@bsamail.org.

Regardless of whether the child is in the Scouting program, the report must be made to the appropriate authorities.

Violations of youth protection policies must be reported to the council Scout Executive. This report must be made even if the violations may not constitute abuse.

In every case, as soon as it is suspected that Child Abuse/ Neglect has occurred, a report should be given to New York State and the Scout Executive with the following information:
1. The names of the individuals involved, the date and the location and time.
2. The general circumstances of what occurred.
3. The names of all persons who may be involved.
4. Any specific witnesses that may have been involved.

The State of New York has mandated reporting of Child Physical Abuse, Sexual Abuse, and Neglect to the State within twenty-four (24) hours of the alleged incident. Failure to report may result in penalties.

NOTE: The New York State Department of Child Abuse hotline is available 24 hours a day. The Scout Executive should be notified regardless of time of day by calling one of the listed numbers.