

information.

3. Those individuals providing a report can do so anonymously although it will be encouraged so that additional information can be gathered by the on-call school designee.

4. If it is found that a particular person is abusing The School Reporting System, the school will be notified to provide the necessary action.

5. All information given in a report will be kept confidential and provided only to the designated on call school designee. It is important the school officials only provide the School Password to enter the Reporting System to authorized individuals. If the password has been compromised for any reason, the school official should contact WSA for a new password.

6. WSA Crisis workers are qualified professionals and will do their best to enter all report information accurately. They will respond to every reporter in a caring and professional manner at all times. It is important to note crisis workers are human and there may be times when information is typed into the system inaccurately at no fault except human or technological error. If at any time, the school official/designee feels information is inaccurate please contact WSA to review the call and provide any additional information.

7. The WSA Crisis worker is an operator for The School Reporting System. They are not a counselor and will not provide counseling in any way. The WSA Crisis Worker may provide referrals, such as national hotline numbers for Child Abuse, Suicide Prevention, etc. but will not provide professional counseling.

8. WSA Crisis Workers answers calls, texts, emails and messaging 24 hours per day/7 days per week. There are times when the call volume is higher than other times. A reporter may have to be placed on hold for a short time if call volume is heavy. When this occurs, WSA Crisis Worker will ask the reporter if this is an emergency call and will prioritize these calls prior to other calls to ensure the safety of everyone involved.

9. Well-being Safety Assessments enter each report into the system chronologically allowing school officials to access the most recent report quickly. No report will be deleted once the report is entered into the system. The School Reporting System is kept confidential unless there is a court order specifically requesting information pertaining to your particular school. When this occurs, WSA will notify the school prior to providing any report information.

10. School Officials are expected to interact with the WSA Crisis Worker in a professional manner at all times.