

Call 911 in an emergency. Meet reporting obligations after a situation is stabilized.

An incident may fit the definition of multiple categories. In order to meet reporting obligations, you may need to make more than one report.

Mandatory Reports by Law or Policy (refer to definitions on page 2)

| Category | Type of Incident | Reporter | Reporting Procedure |
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| <p>Child Abuse and Neglect per Executive Order #54</p> <p>Applies to: All minors in any location</p> | Physical Abuse, Physical Neglect, or Threat of Abuse or Neglect | <p>All program staff who witnessed or suspects abuse must make a report</p> | <p>Report by telephone or in person to local police or Child Protective Services (CPS)</p> <p>UWL's EO54 report form (Executive Order 54 reporting website) or review UWL's reporting protocol.</p> |
| | Emotional Abuse | | |
| | Sexual Abuse | | |
| | Abuse by Manufacture of Methamphetamine | | |
| <p>Sexual Harassment and Sexual Violence</p> <p>Per Regent Policy Document 14-2</p> <p>Applies to: All minors and adults, Any location</p> | Sexual Harassment, Sexual Exploitation, and Retaliation | <p>Program Directors and Designated Individuals (program staff with custodial care of minors)</p> | <p>There are several options to report:</p> <ul style="list-style-type: none"> Campus Title IX coordinator Campus law enforcement Local law enforcement UWL Reporting Form |
| | Sexual Violence (Dating Violence, Domestic Violence, and Stalking) | | |
| | Sexual Assault (Rape, Fondling, Incest, and Statutory Rape) | | |
| | Sexual Assault witnessed on campus or involving a UW student | <p>All program staff</p> | |
| <p>Clery Crimes on Campus</p> <p>Applies to: All minors and adults within campus limits</p> | Sexual Violence (Dating Violence, Domestic Violence, and Stalking) | <p>Program Directors and Designated Individuals (program staff with custodial care of minors)</p> | <p>Report to local or campus police or a designated office on campus</p> <p>UWL Police: 608-785-9000</p> |
| | Sexual Assault (Rape, Fondling, Incest, and Statutory Rape) | | |
| | Homicide, Aggravating Assault, Robbery, Burglary, and Arson | | |
| | Hate Crimes (Simple Assault, Intimidation, Property Damage, and Theft) | | |

Campus Reports

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|--|--|--------------------------|---|
| <p>General Incidents</p> <p>Each program may have additional reporting requirements as determined by the Program Director</p> | Accidental injury during programming that: <ol style="list-style-type: none"> (1) may or may not require medical attention (2) does not include illness | All program staff | Program Director will determine appropriate reporting location/procedure. |
| | Suspicion of communicable disease | All program staff | Follow current campus requirements. |
| | Cybersecurity risk or violation such as: <ul style="list-style-type: none"> Compromise of sensitive data Loss or theft of device Violation of UW data security policies | All program staff | Report UWL Eagle Help Desk: 608- 785-8744 or: Help Desk Or submit a Youth Camp/Program Incident Reporting Form |
| | Program level incidents such as: <ul style="list-style-type: none"> Peer conflicts Behavioral issues Violation of program rules Incidents that do not fall under mandatory reporting obligations | All program staff | Follow Program Director's instructions. |

Multiple Reports

An incident may fall under multiple categories. To meet reporting obligations, you may need to make more than one report.

| Definitions of Child Abuse and Neglect | Definitions of Sexual Harassment and Sexual Violence | Definitions of Clery Crimes on campus |
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| <p>More information at wisconsin.edu/compliance/child-safety/report-child-abuse/</p> | <p>More information at wisconsin.edu/compliance/title-ix UWL's Title IX website</p> | <p>More information at wisconsin.edu/compliance/cleary UWL's Clery Act website</p> |
| <p>Physical Neglect: When a parent or caretaker fails, refuses, or is unable, for reasons other than poverty, to provide the necessary care, food, clothing, medical or dental care, or shelter, which seriously endangers the physical health of the child.</p> <p>Physical Abuse: Physical injury inflicted on a child by other than accidental means, including but not limited to: lacerations, fractured bones, burns, internal injuries, severe or frequent bruising or great bodily harm.</p> <p>Threatened Abuse or Neglect: Behaviors or conditions a child is exposed to that are dangerous to the child and likely to result in abuse or neglect.</p> <p>Emotional Abuse: "Emotional damage" for which the child's parent, guardian, or legal custodian has neglected, refused or been unable, or reasons other than poverty, to obtain the necessary treatment or take steps to ameliorate the symptoms.</p> <p>Sexual Abuse: Sexual touching of or intercourse with a child; recording or displaying of a child engaged in sexually explicit conduct; forcing a child to view or listen to sexual activity; exposing genitals or pubic area to a child or exposing a child's genitals or pubic area for purposes of sexual gratification; permitting or encouraging a child to engage in prostitution.</p> | <p>Sexual Harassment: Unwelcome sexual advances, requests for sexual favors, and other conduct of a sexual nature that unreasonably interferes with an individual's work or academic performance or creates an intimidating, hostile, or offensive working or learning environment.</p> <p>Sexual Exploitation: Attempts or threats to take nonconsensual advantage of another individual, including but not limited to the use of photographs or videos, exposure of intimate body parts, induced incapacitation, or coercion.</p> <p style="text-align: center;">Definitions that pertain to both Sexual Harassment and Sexual Violence and Clery Crimes on Campus</p> <p>Sexual Assault: Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent (a minor age 15 or younger is not able to give consent)</p> <ul style="list-style-type: none"> ● Rape: Sexual penetration or intercourse without consent (age 16 or older); sexual penetration or intercourse with a minor age 15 or younger. ● Fondling: Sexual contact without consent (age 16 and older); sexual contact with a minor age 15 or younger. ● Incest: Sexual intercourse between persons who are related to each other within the degrees where marriage is prohibited by law. ● Statutory rape: Sexual penetration or intercourse with a person who is under the statutory ages of consent (in Wisconsin, this applies to age 17 or younger). <p>Domestic Violence: A crime of violence committed by an adult that the victim has lived with or currently lives with; an adult that the victim shares a child with; an adult that is responsible for the care of another adult; or any other person against an adult or youth victim who is protected under domestic or family violence laws.</p> <p>Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. Dating violence includes, but is not limited to, sexual or physical violence or the threat of such violence.</p> <p>Stalking: A course of conduct directed at a specific person that would cause a reasonable person to fear for their safety or the safety of another; or suffer substantial emotional distress. This conduct can include directly or indirectly following, monitoring, surveilling, observing, threatening, communicating to or about a person, or interfering with a person's property.</p> | <p>Aggravated Assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault is usually accompanied by the use of a weapon or by means likely to produce death or great bodily harm.</p> <p>Hate Crimes: A criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias. Categories of bias include the victim's actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability.</p> |

Required Trainings

All employees are required to complete training as outlined by their institution's Youth Safety and Compliance policies.