

Appendix-E TO REPORT ABUSE OR HARASSMENT

ALL ALLEGATIONS OF ABUSE MUST BE REPORTED IMMEDIATELY!

For Host Families and/or Exchange Students, allegations of abuse or harassment should be reported to your:

1. Rotary Club Counselor (YEC) or
2. Youth Protection Officer (YEO);

The YEC or YEO must report allegations of abuse or harassment to either the;

1. District's RYE Co-Chair: **David Gornstein, 973-714-3724**
2. District's RYE Co-Chair: **David Vail, 618-789-1860** or the
3. District Youth Protection Officer: **David Gornstein, 973-714-3724**;

It is the responsibility of the District Leadership to:

4. Contact the District Governor:
2022-2023 Mary Harvey, 618-231-1720
5. Contact the local Police Department or Sheriff's Department
6. Contact the Illinois Department of Children & Family Services, Hotline Number:
1-800-25-ABUSE (1-800-252-2873)

LOCAL POLICE DEPARTMENTS If your community does not have a local Police Department call the County Sheriff's Department A contact list follows	
Carterville 126 W Illinois Ave, Carterville, IL 62918 Tel.: 618-985-4853 County: Williamson	Lebanon 403 W St Louis St., Lebanon, Illinois 62254 Tel.: 618-537-6131 - Dispatch: 618-537-4955 County: St. Clair
City of Carbondale 501 South Washington, Carbondale, Illinois 62901 Tel.: 618-457-3200 County: Jackson	Metropolis 1020 Broadway St, Metropolis, IL 62960 Tel.: (618) 524-2310 County: Massac
Columbia 1020 N Main St, Columbia, IL 62236 Tel.: (618) 281-5151 County: Monroe	O'Fallon 285 N. Seven Hills Rd., O'Fallon, IL 62269 Tel.: 618-624-4545 County: St. Clair
Freeburg 14 Southgate Center, Freeburg, IL 62243 Tel.: 618-539-3132 County: St. Clair	Red Bud 200 East Market St., Red Bud, IL 62278 Tel.: 618-282-2363 County: Randolph
Fairview Heights 10027 Bunkum Rd, Fairview Heights, IL 62208 Tel.: 618-489-2100 County: St. Clair	

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COUNTY SHERIFF'S DEPARTMENTS

County Sheriff's Department	Telephone	Email
Alexander	(618) 734-2141	alexandercntysd@yahoo.com
Clay	(618) 665-3316	claycoso1@wabash.net
Clinton	(618) 594-4555	sheriff@clintonco.illinois.gov
Edwards	(618) 445-2721	241@frontier.com
Franklin	(618) 438-4841	
Gallatin	(618) 269-3137	gcsheriff90@live.com
Hamilton	(618) 643-2511	tlakin@hamiltonco.us
Hardin	(618) 287-2271	bruteforce931@yahoo.com
Jackson	(618) 687-3822	rburns@jacksoncounty-il.gov
Jefferson	(618) 244-8004	
Johnson	(618) 658-8264	
Lawrence	(618) 943-5766	radams@lawrencecsd.com
Marion	(618) 548-2141	rstevenson@marioncountysheriff.us
Massac	(618) 524-2912	tholdermcso@comcast.net
Monroe	(618) 939-8651	sheriff@monroecountyil.gov
Perry	(618) 357-5212	stevebareis@perrycountysheriffsoffice.com
Pope	(618) 683-4321	jernkate@hughes.net
Pulaski	(618) 748-9374	
Randolph	(618) 826-5484	wolffpk123@gmail.com
Richland	(618) 395-7481	sheriffhires@richlandcso.com
Saline	(618) 252-8661	sheriff@clearwave.com
St. Clair	(618) 277-3505	stclairsheriff@gmail.com
Union	(618) 833-5500	sharvel@unioncountyil.gov
Wabash	(618) 262-2706	dmorgan@wabash911.net
Washington	(618) 327-8273	
Wayne	(618) 842-6631	
White	(618) 382-5321	sheriff@whitecounty-il.gov
Williamson	(618) 997-6541	bvick@wcsheiff.com
Illinois State Police	911	

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COUNTY ADVOCACY CENTERS	
<p>A children’s advocacy center is a child-friendly facility in which law enforcement, child protection, prosecution, mental health, medical and victim advocacy professionals work together to investigate abuse, help children heal from abuse, and hold offenders accountable; or may serve as an impartial third party where a host family and/or exchange student can discuss abuse or harassment.</p>	
<p>St. Clair County Child Advocacy Center (Monroe & St. Clair Counties) 226 West Main, Suite 300 Belleville, IL 62220 Director: Carolyn Hubler Email: st.claircac@sbcglobal.net Phone: 618-277-1134 Website: www.stclairchildadvocacy.org</p>	<p>Williamson County Child Advocacy Center (Franklin & Williamson Counties) 501 South 14th St Herrin, IL 62948 Director: Leah Brown Email: lbrown@wccac.org Phone: 618-942-3800 Website: www.wccac.org/</p>
<p>The Guardian Center (White County) 1124 Oak Street Carmi, IL 62821 Director: Sheryl Woodham Email: swoodham@theguardiancenter.org Phone: 618-382-8247 Website: www.theguardiancenter.org</p>	<p>Two Rivers Child Advocacy Center (Union County) 109 Denny Drive Anna, IL 62906 Director: Jordan Edmonds, jedmonds@tworiverscac.org Phone: 618-833-7470 Website: www.tworiverscac.org</p>
<p>The Amy Schulz Child Advocacy Center, Inc. (Clinton, Marion, Clay, Washington, Jefferson, Wayne, Hamilton counties) 500 Fairfield Road Mt. Vernon, IL 62864 Director: Ladonna Richards Email: amycenter90@hotmail.com Phone: 618-244-2100 Website: www.theamycenter.mvn.net/</p>	<p>Perry-Jackson Child Advocacy Center (Perry & Jackson Counties) PO Box 155, 5512 State Route 154 Pinckneyville, IL 62274 Director: Betti Mucha Email: bettimucha@frontier.com Phone: 618-357-2990 Website: www.perryjacksoncac.com</p>

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RECEIVING A REPORT OF HARASSMENT OR ABUSE

Receiving a Report of Harassment or Abuse:

If you are the first adult volunteer to whom a student comes with a report of abuse or harassment, follow these guidelines:

1. Listen attentively and stay calm
2. Assure privacy but not confidentiality
3. **Get the facts, but don't interrogate nor investigate**
4. Be non-judgmental and reassure the young person
5. Keep a written record of the conversation. A report is required to provide the following information, if known:
 - Names and addresses of the child, the parents or responsible caregiver(s)
 - Child's age and gender
 - Nature and extent of injury, maltreatment, or neglect
 - Approximate date and time the injury, maltreatment or neglect occurred
 - The circumstances in which the injuries, maltreatment or neglect became known to the reporter
 - Previous injury, maltreatment or neglect of the child or siblings
 - Name of the person suspected to have caused the injury, maltreatment, or neglect
 - Any action taken to treat or help the child
 - Any other information the reporter believes would be helpful
6. Ensure the safety and well-being of the minor
7. Do not, under any circumstances, attempt to contact the alleged offender
8. **[Complete a Rotary Youth Protection Incident Report](#)**

TO REPORT ABUSE OR HARASSMENT

Please complete all sections, providing as much detail as is known, if more space is needed please use blank page and attach.

1. Name of Child (Last, First, Initial):		Sex: <input type="checkbox"/> M <input type="checkbox"/> F		Birthdate:		Nationality:	
Address (Street. City. State & Zip Code):							
Present Location if Different from Above:							
2. Name of HOST FAMILY or Another Person(s) Responsible For Child's Care:							
Address (Street. City. State & Zip Code):					Telephone No.:		
3. Name of Individual to Whom Oral Report Was Made:				Date of Oral Report:		Date and Time of Suspected Abuse:	
4. Name of SUSPECTED PERPETRATOR, if Known					Relationship to Child:		Sex: <input type="checkbox"/> M <input type="checkbox"/> F
Address, if Known:					Telephone No.:		
5. Siblings in Household: Name (Last, First)		Relationship to Child	Age (Yrs):	Name (Last, First)		Relationship to Child	Age (Yrs):
6. Describe the Nature and Extent of the abuse, how did the abuse come to be known:							
7. Describe the Reasons Such Persons(s) Are Suspected of Causing Such Injuries, Maltreatment of Neglect							
8. Information Concerning Any Previous abuse to the Child or Siblings, if known:							
9. What Action, If Any, Has Been Taken To Treat, Provide Shelter Or Otherwise Assist The Child?							
10. Please provide any other relevant information the reporter believes would be helpful:							
11. REPORTING SOURCE:							
Printed Name & Signature:						Date of Report:	
Address (Street. City. State & Zip Code):							
Relationship to Child:		Organization:		Telephone No.:		Email Address:	