**Appendix-E**

**TO REPORT ABUSE OR HARASSMENT**

**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 Chair: David Gornstein,** **(CP) 973-714-3724, (H) 618-589-9233 or the**
2. **District Youth Protection Officer: David Gornstein, (CP) 973-714-3724, (H) 618-589-9233**;

**It is the responsibility of the District Leadership to**:

1. Contact the District Governor
2. Contact the local Police Department or Sheriff's Department
3. Contact the Illinois Department of Children & Family Services, Hotline Number:

**1-800-25-ABUSE (1-800-252-2873)**

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| **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 62918Tel.: **618-985-4853**County: Williamson | **Mt. Vernon**211 N 10th St., Mt Vernon, IL 62864Tel.: **618-242-2131**County: Jefferson |
| **City of Carbondale**501 South Washington, Carbondale, Illinois 62901Tel: **618-457-3200**County: Jackson | **O'Fallon**285 N. Seven Hills Rd., O'Fallon, IL 62269Tel.: **618-624-4545**County: St. Clair |
| **Freeburg**14 Southgate Center, Freeburg, IL 62243Tel.: **618-539-3132**County: St. Clair | **Red Bud**200 East Market St., Red Bud, IL 62278Tel.: **618-282-2363**County: Randolph |
| **Lebanon**403 W St Louis St., Lebanon, Illinois 62254Tel.: **618-537-6131** - Dispatch: 618-537-4955County: St. Clair |   |

**Appendix - E**

**TO REPORT ABUSE OR HARASSMENT**

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| **County Sheriff’s Departments** |

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| **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) 438-8211 | djones@sherifffranklincounty.com |
| Gallatin  | (618) 269-3137 | gcsheriff90@live.com |
| Hamilton  | (618) 643-2511 | rcrow\_hsco@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 | jc26ch@hotmail.com |
| Lawrence  | (618) 943-8094 | LCSD62439@yahoo.com  |
| Marion  | (618) 548-2141 | rstevenson@marioncountysheriff.us |
| Massac | (618) 524-2912 | tholdermcso@comcast.net |
| Monroe | (618) 939-8651 | Sheriff@htc.net |
| Perry  | (618) 357-5212 |  |
| Pope  | (618) 683-4321 | jernkate@hughes.net |
| Pulaski | (618) 748-9374 | pcs771@yahoo.com |
| Randolph | (618) 826-5484 | wolffpk123@gmail.com |
| Richland  | (618) 395-7481 | sheriffhires@richlandcso.com |
| Saline  | (618) 252-8661 | sheriff@clearwave.com |
| Sheriff@htc.net | (618) 327-8273 | 779@washingtonco.illinois.gov |
| St. Clair  | (618) 277-3505 | stclairsheriff@gmail.com |
| Union  | (618) 833-5500 | sharvel@unioncountyil.gov |
| Wabash  | (618) 262-2706 | dmorgan@wabash911.net |
| Wayne | (618) 842-6631 | sheriffeverett@gmail.com |
| White  | (618) 382-5321 | sheriff@whitecounty-il.gov |
| Williamson  | (618) 997-6541 | bvick@wcsheriff.com |
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| Illinois State Police | 911 |  |

**Appendix-E**

**TO REPORT ABUSE OR HARASSMENT**

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| **County Advocacy Centers** |
| 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. |
| **St. Clair County Child Advocacy Center** (Monroe & St. Clair Counties)226 West Main, Suite 300Belleville, IL 62220Director: Carolyn HublerEmail: st.claircac@sbcglobal.net Phone: 618-277-1134Website: [www.stclairchildadvocacy.org](http://www.stclairchildadvocacy.org)  | **Williamson County Child Advocacy Center** (Franklin & Williamson Counties)501 South 14th StHerrin, IL 62948Director: Leah BrownEmail: lbrown@wcocac.org Phone: 618-942-3800Website: [www.wcocac.org/](http://www.wcocac.org/)  |
| **The Guardian Center** (White County)1124 Oak StreetCarmi, IL 62821Director: Sheryl WoodhamEmail: swoodham@theguardiancenter.org Phone: 618-382-8247Website: [www.theguardiancenter.org](http://www.theguardiancenter.org)  | **Two Rivers Child Advocacy Center** (Union County)109 Denny DriveAnna, IL 62906Director: Kendra EadsEmail: keads@tworiverscac.org Phone: 618-833-7470Website: [www.tworiverscac.org](http://www.tworiverscac.org)  |
| **The Amy Schulz Child Advocacy Center, Inc.** (Clinton, Marion, Clay, Washington, Jefferson, Wayne, Hamilton counties)500 Fairfield RoadMt. Vernon, IL 62864Director: Ladonna Richards, Email: amycenter90@hotmail.com Phone: 618-244-2100Website: [www.theamycenter.mvn.net/](http://www.theamycenter.mvn.net/)  | **Perry-Jackson Child Advocacy Center** (Perry & Jackson Counties)PO Box 1555512 State Route 154Pinckneyville, IL 62274Director: Betti MuchaEmail: bettimucha@frontier.com Phone: 618-357-2990Website: [www.perryjacksoncac.com](http://www.perryjacksoncac.com)  |

**Appendix-E**

**TO REPORT ABUSE OR HARASSMENT**

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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 reporter 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, see Form F.7 Incident Report