



OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE

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WASHINGTON, D.C. 20301-1500

March 29, 2023

MANPOWER AND
RESERVE AFFAIRS

MEMORANDUM FOR ASSISTANT SECRETARY OF THE ARMY (MANPOWER AND
RESERVE AFFAIRS)
ASSISTANT SECRETARY OF THE NAVY (MANPOWER AND
RESERVE AFFAIRS)
ASSISTANT SECRETARY OF THE AIR FORCE (MANPOWER
AND RESERVE AFFAIRS)
DIRECTOR, DEFENSE LOGISTICS AGENCY

SUBJECT: Virtual Lab School Supplemental Training - Child Abuse Prevention, Identification,
and Reporting

As we honor military children, youth, and teens in April as part of Month of the Military Child and Child Abuse Prevention Month, we share and amplify the resources and support we offer to our child development and youth program staff to prevent child abuse and inappropriate guidance. As such, we have partnered with the team from The Ohio State University and the Virtual Lab School (VLS) to develop a series of supplemental trainings to support child abuse prevention, identification, and reporting. This training series will include three Supplemental Training (ST) courses:

Appropriate Expectations and Responses to Behavior
Reporting Child Abuse in Your Program
Enhancing Protective Factors of Children & Families

The first training in this series, *Appropriate Expectations and Responses to Behavior*, will be available on the VLS on 3 April 2023 and must be completed by all child development, school-age care, and youth program staff and all family child care providers no later than 31 May 2023. In addition, a toolkit item to support targeted in-person conversations and training will also be available on the VLS. Programs may execute this ST and any accompanying in-person conversations during in-person trainings offered monthly as part of the annual training plan.

The second training in this series, *Reporting Child Abuse in Your Program*, will be released on the VLS by 1 August 2023 and must be completed by all child development, school-age care, and youth program staff and all family child care providers no later than 30 September 2023. At least one toolkit item to support targeted in-person conversations and training will also be available on the VLS.

On 12 September 2023, the VLS will host a Live Leadership Webinar, *Leader's Role in Prevention and Awareness of Child Abuse*. All child development, school-age care, and youth program directors and assistant directors, training and curriculum specialists, and all family child care administrators should plan to participate and will require a VLS log in to access the webinar. The recording will be available following the live webinar for those who were not able to attend the live zoom session.

The third and final training in this series, *Enhancing Protective Factors of Children and Families*, will be released on the VLS by 1 December 2023 and must be completed by all child development, school-age care, youth program staff, and all family child care providers no later than 31 January 2024. At least one toolkit item to support targeted in-person conversations and training will also be available on the VLS.

Ensuring our staff have the resources and support they need to protect our children, youth, and teens is a shared responsibility of the utmost importance. Your assistance in implementing the above referenced requirements and promoting the VLS training is greatly appreciated. My point of contact for this matter is Ms. Nichele LeGrand-Murphy, Office of Military Family Readiness Policy, at nichele.d.legrand-murphy.civ@mail.mil.



Patricia Montes Barron
Deputy Assistant Secretary of Defense
for Military Community and Family Policy