# Child Abuse & Neglect Prevention Best Practices Checklist

**Staff Member:** __________________________

**Date of Observation:** __________________________

**Note:** *The term “children” is used throughout this checklist to refer to any individual between the ages of 6 weeks and 12 years of age.*

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- **Staff member lists the signs of child abuse and neglect relevant to the age children with whom they work.**

- **Staff member lists the signs of child abuse or neglect in child development programs.**

- **Staff member protects themselves from allegations of child abuse or neglect (is never alone with a child, etc.).**

- **Staff member describes the importance of environmental features that prevent allegations of abuse (vision panels, closed circuit cameras, etc.).**

- **Staff member has a copy of the program’s guidance, discipline and touch policy and uses appropriate procedures.**

- **Staff member provides resources to families with the goal of preventing abuse and neglect.**

- **Staff member describes the procedures for reporting child abuse or neglect in the workplace or community.**

- **Staff member follows procedures when he or she suspects abuse or neglect.**

- **Staff member is aware of child abuse and neglect training requirements for your program and completes all necessary training.**

**Notes:**