

**CONFIDENTIAL**  
KEEP IN PRINCIPAL'S LOCKED FILE

**CHILD PROTECTIVE SERVICES/LAW ENFORCEMENT CHECK-IN  
AND RESPONSIBILITY FORM**

I/We are authorized investigator(s) and are conducting an interview with this/these child/children:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

DATE: \_\_\_\_\_ TIME: \_\_\_\_\_ SCHOOL: \_\_\_\_\_

PRINCIPAL: \_\_\_\_\_

AUTHORIZED INVESTIGATORS:

LAW ENFORCEMENT \_\_\_\_\_

JURISDICTION \_\_\_\_\_

PHONE \_\_\_\_\_ CELLULAR \_\_\_\_\_

CPS WORKER \_\_\_\_\_

DISTRICT \_\_\_\_\_

PHONE \_\_\_\_\_

**THIS INFORMATION SHOULD BE COMPLETED AFTER INTERVIEWING THE CHILD:**

I/We have determined that for the child's protection, he/she will be taken into custody and placed in temporary foster care and scheduled for a shelter hearing.  Yes  No

The child will remain at the school and can be allowed to return home after school.  Yes  No

\_\_\_\_ Decision pending. School will be notified as soon as possible.

The following people \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

cannot have access to these children \_\_\_\_\_

nor their school records.

Sign here:

\_\_\_\_\_  
Law Enforcement

\_\_\_\_\_  
Child Protective Services