January 23, 2017

**Act 126 - Mandated Reporter Training**

**Action Required by March 3, 2017**

Dear Colleague,

In response to high profile child abuse cases, the Pennsylvania General Assembly made significant amendments to the Child Protective Services Law. On July 5, 2012, Governor Corbett signed into law Act of July 5, 2012, P.L. 1084, No. 126 Cl. 24 Session of 2012, which amended the Public School Code of 1949 to mandate that all school entities and independent contractors of school entities provide certain training to all employees, including contracted substitute teachers.

 All school employees must receive Mandated Reporter training every five (5) years. There are three parts to the training.

The first part of this training can be done online through the Child Welfare Resource Center link: <http://www.reportabusepa.pitt.edu/>. You will need to register on this website, complete the online training, then print out and submit the Certificate of Completion (**document must show your name, Employee ID Number and the date of training**).

The second part of the training is regarding the District’s policy on child abuse.

The third part of the training covers educator discipline and reporting requirements.

Additional information regarding Parts II and III will be sent to you in subsequent communications.

**The deadline to submit your Certificate to the Office of Employee Records is March 3, 2017**.

**Submit Certificate of Completion to the Office of Employee Records**

You can submit this certificate in several ways:

* Scan/E-mail your certificate as PDF to [act126@philasd.org](mailto:act126@philasd.org)
* Fax the certificate (215) 400-4781
* Mail (pony or US Mail) or hand deliver the certificate to the Office of Employee Records, 440 North Broad Street, Philadelphia PA, Room 177. Office hours are:
  + Monday through Friday: 8:30AM to 4:30PM

Thank you for your prompt attention and cooperation. Keep in mind that this is a State of Pennsylvania mandated requirement. Questions should be sent to act126@philasd.org.

Sincerely,

Office of Talent