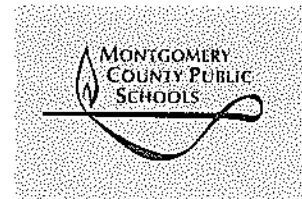


Cloverly Elementary School

800 Briggs Chaney Road
Silver Spring, Maryland 20905
Phone: 301-989-5770 Fax: 301-879-1035



Office of the Principal

September 22, 2017

Dear Parents, Guardians, and Community Members:

Montgomery County Public Schools (MCPS) values the volunteers who work in our schools to enrich our students' experiences. As a community, we are all mindful of our shared responsibility to create safe, nurturing environments for our students. The Montgomery County Board of Education has revised its child abuse policy, and MCPS has engaged in a comprehensive effort to implement practices and protocols to ensure all of our students have a safe learning environment. As part of this ongoing effort for the 2017-2018 school year, MCPS has developed training for all volunteers in the district to learn about recognizing and reporting child abuse and neglect. This online training takes about 30 minutes to complete and can be accessed through the MCPS website at www.montgomeryschoolsmd.org by searching volunteer training.

The online training provides information about:

- Types of abuse;
- Grooming behaviors that may make our children vulnerable; and
- The MCPS procedures and state law requirements for reporting suspected child abuse or neglect.

Beginning with the 2017-2018 school year, volunteers will need to complete the child abuse and neglect training at least once every three years to continue volunteering. If volunteer training was taken in:

- 2016-2017 renew in 2020-2021
- 2017-2018 renew in 2020-2021
- 2018-2019 renew in 2021-2022

While we encourage all community members to engage in this important, informative training, currently we only require individuals who regularly support schools to complete the Child Abuse and Neglect training. Infrequent or accessional volunteers who support large events or assist at one-time events under the supervision of school staff members are not required to complete the training at this time. Below are examples of the types of activities that do not require completion of the volunteer training:

- Guest readers and speakers in classrooms where they will be supervised by a MCPS employee;

- High school/college recruiters and volunteers at job and college fairs;
- Parents/guardians or other relatives who are observing or supporting a celebration (e.g. a parade) or helping with a class party; and
- Parents/guardians staffing concession stands and ticket booths at large events.

We have the option of using the online module as a resource to provide individual or small group training sessions for volunteers, especially if accommodations, such as language interpretation, are needed. The online training is available in Amharic, Chinese, French, Korean, Spanish, and Vietnamese. Parents/guardians will not be barred from participation in their schools due to the need for accommodations.

Answers to frequently asked questions are posted on the MCPS Child Abuse and Neglect webpage, www.montgomeryschoolsmd.org/childabuseandneglect. We are grateful for your commitment and partnership to ensure the safety of students. Your continued support will help to keep Cloverly Elementary School a great place of learning for all students.

Sincerely,

A handwritten signature in black ink that reads "Melissa Brunson". The signature is fluid and cursive, with a long horizontal line extending from the end of the name.

Dr. Melissa Brunson
Principal