



Human Trafficking and Commercial Sexual Exploitation of Children (CSEC) Recommended Protocols for Schools (Updated 3.1.19)

Adapted from "Human Trafficking in America's Schools" by the U.S. Department of Education, January 2015, and materials from the San Mateo County Office of Education, and San Diego County Office of Education.

EITHER - At-Risk Factors – Criteria 1

Student meets at-risk concern if at least one factor is present:	Student exhibits behaviors or otherwise indicates that she/he is being controlled or groomed by another person.
	Student spends time with people known to be involved in commercial sex.
	Student's internet, cellphone, or social media use involves social or sexual behavior that is atypical for his/her age.

OR - At-Risk Factors – Criteria 2

Student meets at-risk concern if at least two factors are present:	Student has a history of running away or unstable housing, including multiple foster care placements or periods of homelessness, including couch surfing.
	Student has had prior involvement with law enforcement or the juvenile justice system*.
	Student is frequently missing from school.
	Student's relationships are of concern, placing him/her at risk or in danger of exploitation.
	Student has a history of substance abuse.

At-Risk for Human Trafficking or CSEC - Recommended Protocol

Step 1	The appropriate, pre-determined* school personnel should meet with student to co-create an action plan* to address school-related concerns. Call Children and Family Services.
Step 2	Setup regular contact with student and monitor action plan* and student's progress.
Step 3	If at-risk factors are present, submit mandated report* to Children and Family Services.

Suspected RECRUITMENT or EXPLOITATION of Students for Human Trafficking or CSEC - Recommended Protocol

Step 1	Involve local law enforcement and/or school resource officer (SRO) for possible investigation. Call Children and Family Services.
Step 2	Local law enforcement, SRO, and/or school site administration investigate possible impact on school campus, including harassment and/or recruitment, threats to school safety, etc.
Step 3	Provide school consequence, if appropriate per EC Section 32282. Law enforcement may make an arrest, depending on outcome of investigation.

Suspected VICTIM of Human Trafficking or CSEC - Recommended Protocol

Step 1	Involve local law enforcement and/or school resource officer (SRO) for possible investigation. Call Children and Family Services.
Step 2	If Human Trafficking or CSEC is suspected, submit mandated report* to Children and Family Services.
Step 3	Investigate potential impact on school campus, including harassment, recruitment, threats to school safety.
Step 4	If appropriate, and in consultation with the victim, contact and inform parent or guardian of potential victimization, unless victimization is occurring by parent/guardian, in which case refer to Children and Family Services.
Step 5	Offer potential victim and/or parent/guardian a referral to appropriate counseling or social services.
Step 6	Set up regular contact with victim and periodically check on status (most appropriate for counselor or social worker).

CONFIRMED VICTIM of Human Trafficking or CSEC - Recommended Protocol

Step 1	Involve local law enforcement and/or SRO for investigation.
Step 2	Submit a detailed mandated report* to Children and Family Services.
Step 3	Investigate potential impact on school campus, including harassment, recruitment, threats to school safety.
Step 4	SRO or law enforcement to conduct investigation.
Step 5	If appropriate, and in consultation with victim, contact and inform parent/ guardian of victimization, unless victimization is occurring by parent/guardian, in which case refer to Children and Family Services.
Step 6	Investigate whether the school placement is appropriate for the student; if not, work with the appropriate department to transfer student.
Step 7	Offer potential victim and/or parent/guardian a referral to appropriate counseling or social services.
Step 8	Set up regular contact with victim and periodically check on status (most appropriate for counselor or social worker).

Mandated Reporting of CSEC
(effective Jan. 1, 2016)
Child Abuse Hotline

(415) 473-7153

Law Enforcement

Call your local law enforcement
agency or 911 for emergencies

National Human Trafficking
Hotline

(888) 373-7888

AB 1227 (Bonta): Human
Trafficking Prevention
Education and
Training Act

School districts are
required to include
human trafficking
training and prevention
education at least once
in middle school and
once in high school as
part of sexual health
education.

*See Glossary of Terms on the next page.

For more information regarding Human Trafficking and CSEC
Protocols for Schools, training, or support - call (415) 499-5849.

FOR EMERGENCIES CALL 911 IMMEDIATELY

CHILD ABUSE HOTLINE (415) 473-7153

Local Law Enforcement Contact

Child Welfare Services Contact

Name:

Phone:

Email:

Name:

Phone:

Email:

Probation Department Contact

Victim Advocate Organization

Name:

Phone:

Email:

Name:

Phone:

Email:

Glossary of Terms*

Action Plan	Determine a plan to address any potential school-related safety risks for the student.
Juvenile Justice System	The Division of Juvenile Justice provides education and treatment to California’s youthful offenders up to the age of 25 who have the most serious criminal backgrounds and most intense treatment needs. Most juvenile offenders today are committed to county facilities in their home community where they can be closer to their families and local social services that are vital to rehabilitation.
Mandated Report	Mandated reporters are individuals who are mandated by law to report known or suspected child maltreatment. They are primarily people who have contact with children through their employment. Mandated reporters are required by the state of California to report any known or suspected instances of child abuse or neglect to the county child welfare department or to a local law enforcement agency (police or sheriff’s department). Mandated Reporting of CSEC effective Jan. 1, 2016. Call Marin County Children and Family Services Emergency Response Unit to file a report at (415) 473-7153 .
Pre-Determined School Personnel	School personnel identified as the point of contact who takes a more active role in supporting and advocating for students at-risk for or involved in Human Trafficking or CSEC.