



### **SAMPLE LETTER TO PARENTS**

*Below is a sample letter that you can customize to let parents know about the SafeSchools Alert system and how to use it.*

Date

Dear Parent/Guardian:

Safety is one of our district's top priorities and to help safeguard our school community, we've taken an important step that I want to share with you.

Our district is now using *SafeSchools Alert*, a tip reporting service that allows students, staff, and parents to submit safety concerns to our administration four different ways:

- 1. Phone:**       **855-637-2095**
- 2. Text:**        **Text your tip to 855-637-2095**
- 3. Email:**       **[1350@alert1.us](mailto:1350@alert1.us)**
- 4. Web:**         **<http://1350.alert1.us>**

You and your student can easily report tips on bullying, harassment, drugs, vandalism or any safety issue you are concerned about through *SafeSchools Alert*.

Every tip *SafeSchools Alert* receives about the district is immediately logged in the system and our administration is notified so that they can investigate and take appropriate action. And, tips may also be submitted anonymously if you prefer.

Together, using *SafeSchools Alert*, we can make our district a safer place to work and learn! Thank you in advance for your support.

Best regards,