

**SAFETY ALERT**

**PARENT NOTIFICATION LETTER**

**May 22, 2019**

Dear Parent/Guardian:

The enclosed information refers to an incident which has been reported to the Peabody School Department/Peabody Police Department and is currently under investigation. This incident, if proven true, may jeopardize the Peabody school children and is being brought to your attention so that you can take precautions that you deem appropriate. Any substantial developments in this case will be brought to your attention by the use of additional notices as well as through the use of local media outlets including Cable Channels which are run by the City of Peabody and the Peabody School Department. Please review the information found on the "Tip Sheet". This valuable information has been provided by the Guidance Department of the Peabody Public Schools. Please notify friends and neighbors who may not have children in the Peabody Public Schools of this incident. IF you have or discover any information which may aid in this investigation, please notify the Peabody Police Department at 978-531-1212 but take no action which may jeopardize your safety or that of others. Police Officers are trained professionals who should deal with all future aspects of this case.

**INCIDENT INFORMATION TO BE COMPLETED BY ADMINISTRATOR**

May 22, 2019

**DATE OF INCIDENT:** May 21, 2019

**TIME:** 8:30 p.m.

**LOCATION OF INCIDENT:** Swampscott Avenue & Washington Street - Peabody

**INCIDENT DESCRIPTION:** It was reported by a youth that he was approached by a male from behind while on a razor scooter near Swampscott Avenue & Washington Street. The Peabody Police are actively looking for the suspect and will be monitoring the school areas around the city.

**SUSPECT(s):** SEX: MALE    AGE: \_\_\_\_\_

**SUSPECT DESCRIPTION:** Male 5'9" wearing either a red hat or a red hoodie.

**AUTOMOBILE DESCRIPTION:** NONE

**WITNESS:** NONE KNOWN AT THIS TIME

**WITNESS PHONE:** \_\_\_\_\_

**INVESTIGATING OFFICER(s):** Steve Orsini, Rick Cochran

**ADDITIONAL NOTES:** If you have any questions, please contact Officer Rick Cochran at 978-265-5729

**SCHOOL COMPLETING REPORT:** Superintendent's Office

**PRINCIPAL:** N/A

# CHILD SAFETY TIPS

1. KNOW WHERE YOUR CHILD IS AT ALL TIMES.
2. COMPLETE AND KEEP CURRENT SCHOOL EMERGENCY FORMS.
3. USE THE CALL IN NUMBER WHEN YOUR CHILD IS GOING TO BE ABSENT.
4. SEND A NOTE TO THE SCHOOL IF THERE IS A CHANGE IN YOUR CHILD'S DISMISSAL ROUTINE.
5. TEACH YOUR CHILD THE DIFFERENCE BETWEEN DANGEROUS AND HELPFUL (POLICE OFFICERS) STRANGERS.
6. BE CAUTIOUS OF STRANGERS!!! EXPLAIN TO YOUR CHILD THAT ADULTS NEEDING HELP USUALLY ASK OTHER ADULTS AND NOT CHILDREN TO HELP THEM; i.e., LOOK FOR LOST PETS, ASSIST IN GROCERY SHOPPING, FIND THE WAY TO THE HOSPITAL. TEST THEM.
7. ENCOURAGE YOUR CHILD TO USE THE "BUDDY SYSTEM" AND NOT GO ANYWHERE ALONE.
8. NEVER TAKE RIDES OR GIFTS WITHOUT PARENT PERMISSION.
9. IF APPROACHED , TEACH YOUR CHILD TO USE HIS/HER LOUDEST VOICE AND SAY "STRANGER, I DON'T KNOW HIM/HER" AND RUN TO A SAFE PLACE IMMEDIATELY, i.e., BACK INTO SCHOOL, TO THE HOUSE OF A SAFE NEIGHBOR.
10. ENCOURAGE YOUR CHILD TO TELL A TRUSTED ADULT IF HE/SHE HAS ENCOUNTERED A SITUATION THAT MAKES HIM OR HER UNCOMFORTABLE AND TO TELL AS MUCH AS THE CHILD CAN REMEMBER.
11. SET UP A FAMILY "CODE WORD" SO THAT YOUR CHILD CAN IDENTIFY SAFE PEOPLE. A CODE WORD IS ONE WHICH IS UNIQUE TO YOUR FAMILY THAT CAN BE CHANGED IF NEEDED. DO NOT WRITE IT DOWN.
12. IF AN INCIDENT OCCURS DURING SCHOOL HOURS, REPORT IT TO THE SCHOOL'S PRINCIPAL AS SOON AS POSSIBLE; IF THE INCIDENT OCCURS DURING NON-SCHOOL HOURS, PLEASE FILE A REPORT WITH THE PEABODY POLICE DEPARTMENT AND NOTIFY YOUR CHILD'S PRINCIPAL AS SOON AS SCHOOL RESUMES.