

From: Suzi Karrer, Safe2Tell
To: [Suzi Karrer](#)
Subject: Back to School: Start Your New School Year Off Safe!
Date: Friday, August 18, 2017 2:53:59 PM

Tips, ideas and resources to keep your school and community safe



Back to School Resources and Information

August 2017

[Visit the Safe2Tell CO Website](#)

As another school year begins, we commit to helping schools and communities create safe environments through education, outreach, technical assistance and information sharing.

Whether you are a veteran Safe2Tell Colorado user or new to reporting resource this year, we know you

have questions. Below are answers to the most common questions we get to help you have a safe and successful school year.

Who Receives Safe2Tell Reports?

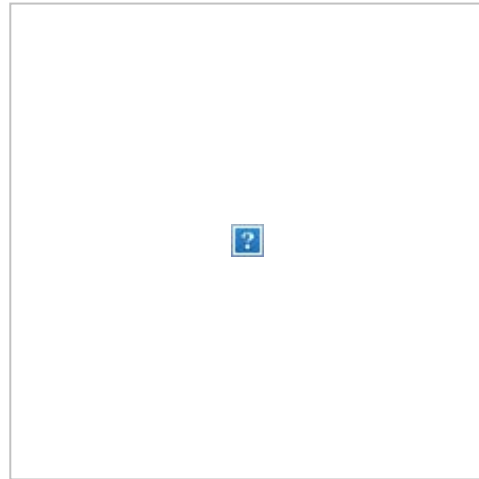
Teams of school personnel, district staff and law enforcement are determined at the school or district level. Individuals must be registered in the Safe2Tell CO system to receive notices of reports (via text message or email) and access reports.

To ensure delivery of Safe2Tell tips to the correct team, submit team contact information by completing our online [School Contact Update Form](#).

Please note that school team contact information changes are made during business hours, Monday through Friday, 8 AM to 5 PM.

If you need a tip sent immediately to a person not listed for your school outside of these operating hours, please call Colorado State Patrol dispatch at 1-877-542-7233 and they will help you.

[Access the School Contact Update Form](#)



For assistance with and questions about updating your school team contact information, contact:

Bill Kitamura

Operations and Communications Administrator

720-508-6813

bill@safe2tell.org

What Do I Need to Know About Receiving and Responding to Safe2Tell tips?

Requesting additional information from tipster for follow-up:

Within the P3 Safe2Tell Colorado system, a dispatcher may ask for additional information from the reporting party using two-way dialogue feature. To request two-way dialog for a tip, please have the tip number available for reference and call the Pueblo CSP Comm Center at 719-544-2424. Should more information become available, you will receive an update notice by the P3 system. You will have to re-access the tip in P3 to view any updates or two-way dialogue received.

Protecting reporting parties identities:

Safe2Tell Colorado is completely anonymous by Colorado law; we have no method or ability to “look-up” the reporting party. Keeping the Safe2Tell report private and confidential increases the reporting parties anonymity. It is not necessary to articulate that the information came from a Safe2Tell Colorado report to the suspect or victim



Completing a disposition report and closing tips:

All Safe2Tell Colorado reports received required at least one member of the team responding to the tip report to submit a disposition report on the outcome of the investigation or intervention. Disposition reports are entered directly into the Safe2Tell Colorado P3 reporting system.

when investigating a tip report. Reports should NOT be read verbatim to students or parents, but rather used as information and awareness about the situation.

Including Safe2Tell reports in case files:

Any disclosure, copying, distribution, or use of this document is strictly prohibited. Safe2Tell reports are NOT to be included in any investigative file. Responding law enforcement investigating Safe2Tell tip reports should refer to the tip number in the case file.

For additional tips and hints for handling Safe2Tell Reports, visit our online resource:
<https://safe2tell.org/tips-and-hints-receiving-safe2tell-co-reports>

For assistance accessing, viewing and closing tips in P3, contact: Bill Kitamura, Operations and Communications Administrator, 720-508-6813, bill@safe2tell.org

Who do I contact when . . . ?

. . . I need after hours help with a report or accessing the system:

Bill Kitamura at 719-433-4768 or Colorado State Patrol Dispatch at 1-877-542-7233

. . . I want to schedule a presentation for students:

Anna Gisetti or Laura Howsden

. . . I want to add a person to our team to received tips:

Laura Howsden or Bill Kitamura

. . . I need a report sent to someone not on our team and it is after-hours:

Colorado State Patrol Dispatch at 1-877-542-7233

. . . I want to schedule a presentation for our staff, organization, or conference:

We prefer you complete an online [presentation request](#) so we may log and process your request.

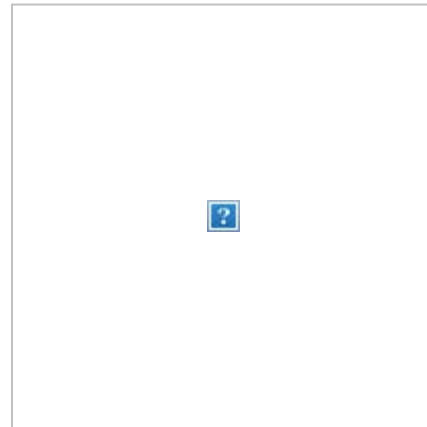
For further information about the types of presentations available, contact Susan Payne or Anna Gisetti

. . . I need a copy of the S2T logo, want to add info to IDs, or want customized marketing materials:

Suzi Karrer

. . . I want to order Safe2Tell Materials or have a question about an invoice/order:

Laura Howsden



Safe2Tell Staff:

Susan Payne

Safe2Tell Colorado Executive Director
719-351-4880 (work cell)
720-508-6810 (office)
susan@safe2tell.org

Suzi Karrer

Lead Marketing and Program Manager
720-508-6812 (office)
303-905-2803 (work cell)
suzi@safe2tell.org

Laura Howsden

Program Assistant
720-580-6811 (office)
720-618-3724 (work cell)
laurah@safe2tell.org

Bill Kitamura

Communications and Operations Administrator
720-508-6812 (office number)
719-433-4768 (afterhours number)
bill@safe2tell.org

Anna Gisetti

Training and Outreach Specialist
720-508-6809 (office)

720-217-9227 (work cell)
anna@safe2tell.org

... Have a concern about the model, process or communications:

Suzi Karrer or Susan Payne

... Have general questions or concerns not listed above:

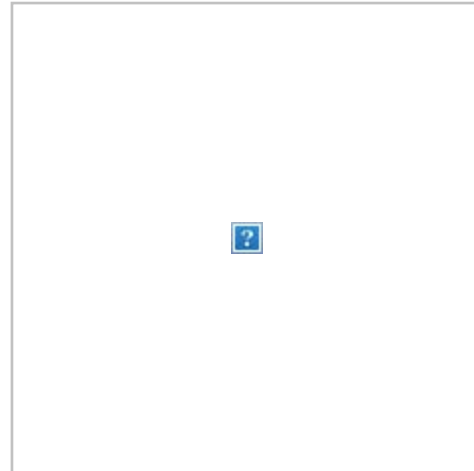
email us at info@safe2tell.org or call our main office line at 720-508-6800

What are some ideas to implement Safe2Tell in our school or community?

Each newsletter this year, we'll highlight simple ideas and real-life activities from the field that are impacting students and promote reporting to Safe2Tell.

Implementation Idea: *Add the Safe2Tell mobile app to student school supply lists.*

From the Field: *School Safety Resource Officers wanted each student to have access to Safe2Tell, in case the need to make a report arises. These SRO's rewarded students with prizes (including ice cream!) to those students who showed the Safe2Tell Colorado mobile app on their phone or tablet.*



Have an idea we should share?

Tell us the ways you educate students, parents and communities about Safe2Tell and we might feature you in our next newsletter.

Submit ideas to:

Suzi Karrer at suzi@safe2tell.org



[Twitter Safe2TellCO](#)





Safe2Tell Colorado is a state-funded program of the Colorado Office of the Attorney General,
with support from the Colorado Department of Public Safety, Colorado State Patrol Division

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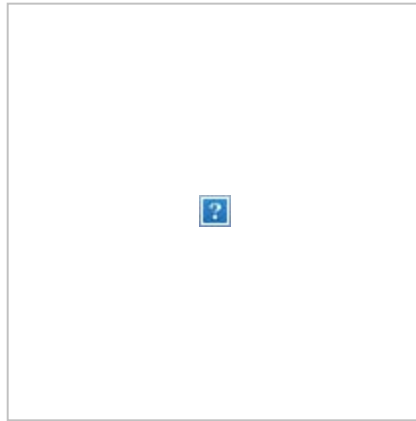


Safe2Tell Colorado | CO Attorney General's Office, 1300 Broadway, 6th Floor, Denver, CO 80203

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Sent by suzi@safe2tell.org in collaboration with



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