

Mr. Stefan Czaporowski Superintendent of Schools Superintendent of Schools 94 North Elm Street, Suite 201 Westfield, MA 01085 Telephone: (413) 572-6403

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August 29, 2019

Dear Parent/Guardian,

The Westfield Public Schools uses a communication tool called Anonymous Alerts that allows students, parents, and staff to quickly, easily, and anonymously report urgent information to school officials at all of our schools. The system encourages students, parents, and staff to confidentially report bullying, cyber-bullying, student issues and other sensitive topics through private messages to school officials at the school or district level. Our goal is to keep our students and staff as safe as possible and to be able to respond to timely information.

How do I make a report?

- 1. Go to <a href="https://www.schoolsofwestfield.org/">https://www.schoolsofwestfield.org/</a> or your school's website. Next, click on the web button called "Anonymous Alerts". Fill out your incident report.
- 2. From the iPhone Store, download the free app by searching for "Anonymous Alerts". If you have an Android phone go to the Play Store, search for "Anonymous Alerts" and download.
- 3. After downloading the app, click on it, enter:

Setup/Login: westfield Password: westfield

Message topics for submission may include bullying, cyber-bullying, family difficulties, substance use/abuse, student depression, conflict, thoughts of self-harm, threats, weapons on campus, and unusual student behavior.

All reports remain completely anonymous through encryption, although submitters have the option to reveal their identity if they prefer to have a person-to-person discussion.

We are pleased to offer this tool to our community and look forward to its positive impact on our students' safety. Our goal is to enhance student learning in academic, social, and emotional realms.

Sincerely,

Stefan Czaporowski

Superintendent of Schools

Christopher Rogers

Administrator of Student Interventions