Subject:  Staff and Student Training: Submitting Tips/Threats & Bully Reports via CrisisGo

Dear Parents and Students,

We hope this email finds you well and that you are gearing up for an exciting academic year ahead. As part of our ongoing commitment to providing a safe and secure learning environment, we are pleased to inform you about an upcoming training session that equips you with the tools to contribute to the safety of our school community.

**Staff and Student Training: Submitting Tips/Threats & Bully Reports via CrisisGo**

**Training Details:**

•           **Date:** [Insert Date Here]

•           **Time:** [Insert Time Here]

•           **Location:** [Specify whether in-person or virtual]

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During this training session, you will gain insights into the process of submitting tips, threats, or reports of bullying through the CrisisGo system. We understand the importance of an inclusive approach to safety, and this training will empower both parents and students to actively participate in maintaining a secure environment.

**Key Points Covered in the Training:**

•           **Multiple Reporting Methods:** Learn about the various methods available for submitting reports, ensuring ease of access and convenience for everyone.

•           **Confidentiality and Anonymity:** Understand how the CrisisGo system prioritizes confidentiality, allowing you to report concerns anonymously, should you choose to do so.

•           **Reporting Handling:** Gain insights into how submitted reports will be handled by school administrators and staff, emphasizing swift and appropriate action.

•           **Communication with Administrators:** Discover how you can communicate directly with the administrators receiving the reports, maintaining anonymity if desired.

We believe that fostering a culture of open communication and safety requires the active involvement of our entire school community. By participating in this training, you are taking a significant step towards contributing to the well-being of our students and staff.

We extend our gratitude to our dedicated school administrators and staff who will facilitate this training, providing you with the guidance needed to navigate the reporting system confidently.

We will share further details, including the training location and access instructions, as the date approaches. Your presence is crucial to the success of this initiative, and we look forward to your active participation.

If you have any immediate questions or concerns, please do not hesitate to contact [Contact Name] at [Contact Email/Phone Number].

Thank you for your commitment to maintaining a safe and nurturing educational environment. Together, we can make a positive impact on the safety and well-being of our school community.

Best regards,

[Your Name]

[Your Title]

[School Name]

[Contact Email/Phone Number]