

Sample Letter to Parents

Note: This is a sample letter explaining the program that you can customize for your school district and/or individual campuses and print on your own letterhead.

[DATE]

TO: ALL PARENTS

FM: School Superintendent's Office

RE: Help Protect Your Children

The FBI has requested that school districts participate in the National Child Identification Program to help protect America's children. With over 800,000 children missing every year, our children's safety is a key concern to all parents.

Your school district is participating in the National Child Identification Program by providing the attached brochure. The brochure contains statistics related to missing children, provides safety tips, explains the I.D. Kit and the fact that it is maintained by parents, plus provides an order form. The FBI states that this program offers the most comprehensive I.D. Kit available to parents.

If you would like to help protect your child, please complete the order form portion of the brochure, enclose a check or money order, and mail it directly to the National Child Identification Program.