

**CHILD SAFETY AND SECURITY TIPS**  
**Seminole Police Department**

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This paper contains tips on child safety and security for parents and guardians. They are simple, common sense suggestions that will help keep your children from being an easy target for a criminal. They deal with caring for your children in various situations, teaching your children how to be safe in various situations, protecting your children's identities, selecting a child care center or family child care home, selecting a nanny or babysitter for home child care, and reporting child abuse.

**CARING FOR YOUR CHILDREN IN VARIOUS SITUATIONS**

**Basics**

- Know where your children are and whom they are with at all times. Make sure that they return home promptly at appointed times.
- Have them check in with you when they arrive at or depart from a particular location and when there is a change of plans.
- Never let your young children go anywhere alone. Make sure another trusted adult is present if you cannot.
- Make sure your older children, who have more freedom, always go out with a friend and that they fully understand all safety rules.
- Know what your children wear every day. Avoid putting their names on the outside of their clothes. Children may respond more readily to a stranger who calls them by name.
- Never leave your child alone in a vehicle, restroom, store, playground, or other public place.
- Have your child play in a supervised area with friends you know.
- Let your child know where you will be at all times and how to get in touch with you.
- Keep a record of your children's friends and their phone numbers.

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- Post a list of important phone numbers near your phone. Include the numbers of your work phone, a neighbor or trusted friend to call for help in a non-emergency, a family member or trusted friend to call in an emergency, family doctor, etc.
- Keep an updated information file on your children. Include pictures, fingerprints, footprints, physical characteristics, identifying marks, medical and dental records, etc.
- Find out why your child doesn't want to be with someone or go somewhere. The reason may be more than a personality conflict or a lack of interest.
- Notice when anyone shows an unusual amount of interest in your child or gives him or her gifts. Ask your child why he or she is acting that way.
- Before leaving your child alone at home make sure he or she is not afraid to be alone and is able to follow your instructions about dealing with various situations that might arise.
- Have a way to contact your children if you will be late in picking them up, meeting them somewhere, coming home, etc.
- Attend your children's activities so you can observe how other adults who are involved interact with them. Talk to the person in charge if you become concerned about anyone's behavior.
- Make time every day to discuss the day's events with your children. Encourage them to tell you about anything that makes them uncomfortable, or scares or confuses them. Listen to what they say and never underestimate their fears or concerns. Show them that you are always concerned about their safety and security. Effective communication is the most important factor in child safety.
- Be alert for any changes in your child's behavior. Look and listen for things that indicate something is troubling him or her. Children are often uncomfortable in disclosing disturbing events or feelings because they are concerned about your reactions to their problems. When they do talk about their problems be calm, compassionate, reassuring, and nonjudgmental as you work with them to resolve the problem.
- Discuss the safety and security tips in this paper with your children in an open, calm, reassuring manner so as not to frighten them. Analyze situations in which they apply and create what-if scenarios to make sure your children understand how to react quickly and appropriately in them.
- Make sure your home is secure with deadbolt locks on outside doors, locked side-yard gates, secondary locks on sliding glass doors and windows, burglar and smoke alarms, etc. Report any suspicious persons or activities involving your children to the SPD on its non-emergency number, **(954) 967-5100**.

### **When Shopping or in a Public Place**

- Have your children stay with you at all times. Tell them not to wander off, leave the store, or hide. Don't get distracted by the sights, sounds, and crowds when shopping during holidays.
- Tell them to go to the nearest clerk or person with a nametag and ask for help if they become lost. Show these people to them when entering the store.
- Accompany younger children to restrooms.
- Never leave your child at a video arcade, movie theater, food court, toy store, or mall play area as a convenient "babysitter" while you are shopping. Personnel in those areas are not there to watch children.
- If you allow an older child to go to without you, have him or her go with a friend and set a time for them to return.

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#### **When Moving to a New Neighborhood**

- Meet your neighbors and introduce your children to them.
- Take your children on a walking tour of the neighborhood.
- Show them safe places to go if they need help, e.g., neighbor's or friend's homes, businesses, offices, etc.
- Show them places to avoid, e.g., deserted or abandoned buildings, dark or isolated areas, etc.
- Make a map of safe routes to the school, playground, stores, and other places where they would be allowed to go.

#### **When Going to and from School**

- Walk your child to and from school, and point out dangerous spots and safe places to go if he or she needs help.
- Have your child walk or bike to and from school with a friend. There is safety in numbers.
- If your child takes a bus to and from school, visit the bus stop with your child and make sure he or she learns the bus number. Have your child stay with a group while waiting for the bus.
- Ask the school to notify you whenever your child is not in class.
- Make sure that the school will not release your child to anyone but yourself or a person previously designated by you, and that the school will call you back to verify any call saying that some person will come to pick up him or her.

#### **When Using the Internet and Cell Phones**

Although the vast majority of online services and Internet material is legitimate and benign, there have been numerous incidents of children receiving pornographic material, providing personal information under the pretext of possibly winning a prize, or sending money for promised benefits or products. Warning signs of these dangers include excessive late-night computer use, secretive behavior about computer associates, hidden files or directories, and password-protected bios, files, or logical drives.

If you are not familiar with computers, the Internet, and social networking you should visit [www.NetSmartz411.org](http://www.NetSmartz411.org), the premiere Internet-safety helpdesk and hotline, to help educate yourself. You should also sit down with your children to have them show you the websites they visit, how they navigate through the Internet, and how they use social networking sites. To better understand the latter you should try networking yourself. This is a great way to connect with your children on computer-related matters.

You should do the following to minimize Internet dangers that your children may encounter:

- **Start Early.** Talk to your children about online behavior, safety, and security as soon as they start using a computer, cell phone, or any mobile device. Supervise closely the choice of websites for young children. Continue to monitor online activities as your children get older and more independent.
- **Set reasonable guidelines and time limits for Internet and cell phone use, and social networking.** Prohibiting Internet use is not a good idea because it is too easy for children to establish accounts at a friend's house or many other places. But do set time limits on computer use. People, not computers, should be their best friends and companions.

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- Keep the computer in the family room or other area where its use can be monitored. Don't allow computers and mobile devices such as laptops and smart phones to be used in your children's bedrooms. And don't allow your children to have separate passwords and log-on names.
- Post clear, simple, easy-to-read rules for Internet use on or near the computer. Discuss these rules with your children and make sure they understand the reasons for them. Visit [www.NetSmartz.org](http://www.NetSmartz.org) for examples of rules and safety tips. Your supervision and attention is the best way to protect your children when using the Internet.
- Know what Internet access your children have away from home, i.e., at a friend's home, libraries, schools, and cell phones and other wireless devices, and have a plan to monitor their online activities there as well as at home.
- Initiate conversations with your children about their Internet use. Communicate your values, be patient and persistent, and don't rush through conversations. Encourage your children to come to you with any problems they encounter online.
- Make sure they understand the importance of password and privacy protection, and not to share passwords or log-on names with anyone else. And don't let them use their pet's names as passwords.
- Have your children request your permission to exchange phone numbers or meet another child they have "talked" to online. Consider talking to the other child's parents about a meeting and accompanying your child to the meeting, which should be in a public place. Tell your children that caution is needed because people online are not necessarily who they might seem to be.
- Discourage your children from visiting chat rooms, especially those with video, even if they claim to be child friendly. Persons who would harm children use these websites to entice children.
- Use filtering software to scan for offensive words and phrases in chat rooms and then end the conversations by signing off.
- Install a browser that limits the websites that your younger children can visit to those vetted by educational professionals. Some will send you periodic e-mails that detail you children's Internet activity.
- Install a monitoring service like McGruff SafeGuard. It's free and also scans any chat or text conversations for bad language and other inappropriate communications. Go to [www.gomcgruff.com](http://www.gomcgruff.com) for details of this service.
- Have your children promise not to turn off any programs you might install to monitor their computer use. Understand how online services work.
- Check the computer's cache and history to see what websites have been accessed.
- Ask your children for their passwords and log-on names, and to share their blogs and online profiles with you. Be aware that they can have multiple accounts on multiple services. Search for you children's identifying information and monitor their screen name(s) and websites for inappropriate content. Also monitor their texts to make sure they are not receiving any threatening or harassing messages, or are sending, receiving, or saving any sexts.
- Learn the meaning of the acronyms your children use in texting. Go to [www.netlingo.com/acronyms.php](http://www.netlingo.com/acronyms.php) for a list of acronyms and their definitions, e.g., PAL means parents are listening.
- Make sure your child's screen name does not reveal any identifying information such as name, age, location, school. A screen name should be benign and innocuous, e.g., the first letter of each word in an easily-remembered phrase.
- Prohibit your children from downloading any games, movies, programs, etc., trying to win "free" things, or buying things without your permission.
- Tell your children it's not safe to put photos or any type of personally identifying information on a personal website without privacy settings, even if they promise to give the website address to people they know. Anyone in the world can access such a website. Also, personally identifying

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information should not be published on a group website or in an Internet yearbook. Group photos are preferable to individual photos only if no names are published.

- Have your children ask permission before listing any adults as “friends” online, even if they are teachers, relatives, or your friends.

### **On Line Predators’ and Harassers**

- Children who use social networking sites like Facebook and MySpace should be warned about online predators and harassers. They should be taught to do the following to prevent and deal with any problems that might arise:
- Never to give out your name, address, phone number, or any other personal information that can identify you. Avoid posting anything that would enable a stranger to find you, e.g., school names. Members’ profiles become public information.
- Never say you are home alone.
- Don’t post anything that you wouldn’t want the world to know, especially anything or language that might embarrass you later, e.g., in applying for college or a job. What’s uploaded can be downloaded and passed around by others and be posted online forever. It can’t be taken back even if it’s deleted from a site.
- Never send out any pictures of yourself, family members, or friends.
- Be careful about adding strangers to your list of “friends.” People aren’t always who they say they are.
- Come to me to discuss any harassment, hate speech, and inappropriate content you receive.
- Check comments regularly. Ignore and don’t respond to any that are mean or embarrassing. Just log off if the harassment bothers you.
- Avoid misleading people into thinking you are older or younger than you are.
- Don’t talk about sex or use any sexually explicit language.
- Block people from sending you messages or e-mail, or delete them from your “buddy list” if they harass you.
- Change your password if someone hacks into your profile. Change you username and e-mail address if someone repeatedly bothers you.
- Have me contact the company that runs the site to have any your profile deleted if it was created or altered without your knowledge.
- Talk to me if you are upset about what is being said about you. If you are scared or threatened we will contact a Juvenile Service Team officer at your nearest SDPD area station and inform your Internet Service Provider. Area station addresses and phone numbers are listed in the back of this paper.
- Children also need to be given rules for using cell phones and be warned of dangers in their use. Rules should deal with when and where phones can be used, what they can and cannot be used for, and etiquette and safety in texting. You need to set good examples in the use of phones, e.g., not while driving. One thing that phones should not be used for is sexting, i.e., the sending or forwarding of sexually explicit photos, videos, or messages. In addition to risking their reputation and friendships, they could be breaking the law if they create, forward, or even save this kind of message. The following are some good rules for texting.
- Be polite and respect others. Avoid using shorthand that might lead to misunderstandings. Think about how a message might be read and understood before sending it.
- Ignore messages from people you don’t know.
- Block numbers of people you don’t want to hear from.
- Don’t post your cell phone number on the Internet.
- Never provide personal or financial information in response to a text message.

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- Use Cc: and Reply all: with care.

#### **Cyber bullying**

- Cyber bullying is another problem you should talk to your children about. You should tell them that they can't hide behind the messages they send or pictures they post, and that hurtful messages not only threaten the victim, but they make the sender look bad and can bring scorn from peers. Such messages are also a misdemeanor under California law for which the sender can be punished by up to one year in a county jail, by a fine of not more than \$1,000, or both. Also, you should also make sure your own conduct does not encourage bullying, i.e., that you don't make mean-spirited comments about others or act unkindly to them.
- You also need to be prepared to help your children if they become a victim of bullying. You should encourage them to show you any online messages or pictures that make them feel threatened or hurt. If you fear for your child's safety you should call the SDPD on its non-emergency number, **(619) 531-2000** or **(858) 484-3154**. Otherwise tell your child not to respond, save the messages and pictures for evidence, and keep you informed. Call the SDPD again if the bullying persists. Here are some other things your child should do:
  - Report bullying to the website or network where it appears.
  - Delete the bully from the "List of friends" block the user name. Any suspected online sexual exploitation or attempt by an adult to meet your child should be reported immediately to the **Seminole Police Department (954) 967-5100** and the Cyber Tipline at [www.cybertipline.com](http://www.cybertipline.com) or **(800) 843-5678**. The former is the local law-enforcement agency that deals with these matters. The latter is managed by the National Center for Missing and Exploited Children (NCMEC) and is mandated by Congress to forward your information to the appropriate law enforcement agency for investigation.
  - If your children or anyone in your home receives pornography depicting children or your children receive sexually explicit images, report the imagery to ICAC and keep it open on your computer until an investigator comes to see it. Do not copy or download it. In the meantime you can use your computer for other things or turn your monitor off.
  - Children should also be warned about virus creators, identity thieves, and spammers. These cyber-criminals are increasingly targeting users of social networking sites in an effort to steal their personal data and the passwords to their accounts. One of the tactics they use to gain access to this information involves sending social networking users e-mails that appear to come from online "friends." For example, some Facebook users have been receiving e-mails from "friends" that claim to contain a video of them. When they click on it they download a virus that goes through their hard drives and installs malware (malicious software). The virus, known as Koobface, then sends itself to all the "friends" on the victim's Facebook profile. A new version of the virus also is affecting users of MySpace and other social networking sites. Cyber-criminals are tricking social networking users into downloading malware by creating fake profiles of friends, celebrities, and others.
- Security experts say that such attacks, which became widespread in 2008, are increasingly successful because more and more people are becoming comfortable with putting all kinds of personal information about themselves on social networking sites. They warn that users need to be very careful about what information they post because it can be used to steal their identities.

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To avoid these problems on social networking sites or anywhere in the Internet, you should warn your children to:

- Not to open any e-mail from an unknown sender. Delete it without opening it. “Drive-by spam” can automatically download malware when an HTML e-mail is opened. You don't have to click on a link or open an attachment to get infected.
- Not to click on any links, videos, programs, etc. provided in messages, even if a “friend” encourages you to click on them.
- Not to visit any sites that promise ways of bypassing parental controls or blocks set up by schools to prevent users from visiting sites such as Facebook. These sites are full of scams, malware, and offers for other services.
- Get program updates directly from the company’s website, not through a provided link.
- Customize your personal privacy settings so only your “friends” have access to the information you post.
- Read your network’s privacy policy regularly to stay informed on how it uses or discloses your information.
- Scan your computer regularly with an anti-virus program. Make sure the program is kept up to date, preferably automatically.
- Be suspicious of anyone, even a “friend,” who asks for money over the Internet.
- Don’t open or forward chain letters. Just delete them. They are nuisances at best and scams at worst. And many contain viruses or spyware.
- Watch out for “free” stuff. Don’t download anything unless it’s from a trusted source and it’s been scanned with security software. “Free” stuff can hide malware.
- Do not buy or download free anti-spyware software in response to unexpected pop-ups or e-mails, especially ones that claim to have scanned your computer and detected malicious software.
- Make sure the pop-up blocker in the tools menu of your browser is turned on. This will prevent most pop-up ads. If you do get one, be careful in getting rid of it. Never click on any of its boxes. By clicking on No or Close you may actually be downloading malware onto your computer. And even clicking on the X in the upper right-hand corner can initiate a download instead of closing the ad. To be safe on a PC, hold down the Ctrl and Alt keys and hit Delete. Then in the Windows Security box click on Task Manger, and then click on End Task. This will clear your screen. Then run a full anti-virus scan.
- Avoid all online games and quizzes that request personal information, including your e-mail address. Providing this information can put your identity at risk.

Additional information on Internet dangers to children and how to keep children safe online is available on numerous websites. These include the following:

- National Cyber Security Alliance at [www.staysafeonline.org](http://www.staysafeonline.org)
- National Cyber Security Alliance at [www.staysafeonline.org](http://www.staysafeonline.org)
- GetNetWise at [www.GetNetWise.org](http://www.GetNetWise.org)
- Federal Bureau of Investigation at [www.fbi.gov](http://www.fbi.gov). See *A Parent’s Guide to Internet Safety* under
  
- Cyber Issues on the Reports and Publications page. NCMEC at [www.ncmec.org](http://www.ncmec.org). See resources for parents and guardians.
  
- NET CETERA: Chatting with Kids about Being Online at [www.onguardonline.gov](http://www.onguardonline.gov).
  
- *Living Life Online* at <http://www.ftc.gov/bcp/edu/microsites/livinglifeonline/index.shtm>.

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#### TEACHING YOUR CHILDREN HOW TO BE SAFE IN VARIOUS SITUATIONS

##### Basics

- Their full name, address, and phone number.
- How to make phone calls within and outside your area code, use **911** in an emergency, and reach an operator.
- How to use a cell phone.
- Your name, exact name of your work place, work phone number and any pager or cell phone number you have.
- The names of the streets and landmarks in your neighborhood.
- Be alert to your surroundings. Escape routes and safe places to go if they need help.
- Never to give out your personal information that can identify you.
- Tell you about anything unusual or suspicious that bothers them, or if anyone approaches or touches them in any way that makes them feel scared, uncomfortable, or confused.
- Trust their instincts. If something doesn't seem right, it probably isn't. They have the right to say NO if they sense something is wrong.
- How to do basic first aid.

##### When Making 911 Calls

- Never say "nine eleven." There is no eleven on a telephone keypad or dial. Always say "nine-one-one."
- Always call from a safe place. If there is a fire in the house, get out first and then call.
- Post your address near the phone.
- Never call **911** as a prank or joke. You can get into trouble and keep someone who really needs help from getting it in time.
- Call **911** if you think you have an emergency and explain the situation to the dispatcher.
- If you call **911** by mistake, don't hang up. Explain the mistake to the dispatcher and say there is no emergency.
- **911** is not for animal emergencies. Call **Animal Control at (954) 966-6300 extension 10363 or call SPD (954) 967-5900.**

##### When in Day or Home Care

- Say NO when anyone asks you to do something painful, embarrassing, or wrong.
- Do not be tempted by gifts or candy, or be compelled by threats.
- Do not allow anyone to touch the parts of your body covered by your bathing suit. And don't touch anyone else's body in those places.
- Do not remain alone with an adult in a bathroom, office, bedroom, closet, or other isolated place. When in a bathroom, do not allow anyone to much time watching you or fixing your clothes.

##### When Going to and From School

- Avoid shortcuts, deserted or abandoned buildings, and dark or isolated areas. Turn around and run to the nearest safe place if a person appears to be following them on foot, or a vehicle slows or stops by them.

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- Run away from danger, never toward it.
- Safe places would be neighbor's or friend's homes, businesses, offices, etc.
- Not to hitchhike or accept a ride from anyone unless you have told them it is OK in each instance. Tell them to say NO and run away to a safe place if offered a ride by a stranger.
- Never to leave school with anyone they don't know. Establish a simple code word to be used if someone your children don't know comes to pick them up. Remind them about the word periodically and tell them not to accept a ride or go anywhere with anyone who does not know the code word. Stress that this word must be kept secret.

#### **When Out and Away from Home**

- Play with others, not alone.
- Teach the difference between a stranger who may be a danger and one who may be helpful, e.g., in an emergency rescue situation. The simple "stranger-danger" message is inappropriate and misguided because the danger to children is much greater from someone who is not a stranger.
- Say NO to any unwelcome, uncomfortable, or confusing touching or actions by others and to get out of these situations as fast as possible. If avoidance is not possible tell them to make a big scene by screaming, yelling, kicking, and resisting. Their safety is more important than being polite.
- Not to get in a vehicle or go anywhere with a person without your permission.
- Not to respond just because a person tries to start a conversation. Stay away from any adult who asks for help, e.g., "Can you help me find my dog?" or asks for directions (an adult should ask another adult, not a child for help), or tries to get you to go somewhere with them, e.g., "Your mom's hurt and she told me to come get you."
- How to use a pay phone to call 911 in an emergency. Be sure to say that they don't need to put in any money.
- Not to let anyone take their picture and tell you if someone asks.
- Not to accept gifts or money from strangers. Have them tell you if anyone offers them gifts or money. Be alert for any new things they acquire.
- Not to be out alone at night.
- Not to go into anyone else's home without permission.
- If they get lost, remain where they first became lost and wait for a rescue. Make noise by yelling or some other means of attracting attention. Go to the nearest safe place if necessary.

#### **When Returning Home Alone**

- Carry his or her house key in a secure hidden place. Leave an extra key with a neighbor or trusted friend and tell your child where it will be if it's needed.
- Not to enter the home if a window or screen is broken, a door is ajar, or a strange vehicle is parked in the driveway. Go to a neighbor's home and call **911**.
- Turn off the burglar alarm.
- Lock the door immediately after entering and make sure the home is secure.
- Check in with you after arriving home to let you know that he or she has arrived safely.

#### **When at Home Alone**

- How to answer the door and when not to answer it. Never open the door to a stranger or let an uninvited neighbor or acquaintance into your home.
- How to use caller ID. How to respond if someone calls on the phone.

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- Not to tell a caller that you are not at home. Have your child say you cannot come to the phone, ask the caller to leave a message, and say you will call back.
- If your child cannot take a message tell him or her not to answer the phone.
- To keep all doors and windows locked and how to unlock them in an emergency.
- Which appliances can be used and how to use them. Leave written instructions.
- Who to call, what to say, and where to go in an emergency, and what constitutes an emergency, e.g., a fire, gas leak, smoke, etc.
- Who to call, what to say, and where to go in a non-emergency, and how they differ from emergencies.
- About all the safety and security features of the home, including smoke and burglar alarms, panic buttons, fire extinguishers, outside lights, etc.
- How to get out quickly in case of fire.
- What to do if they smell smoke or gas.
- What to do during an electrical storm and a power outage.
- To follow a schedule you set for homework, chores, TV watching, computer use, etc.
- When to leave the house.
- When to invite a friend or friends over.
- When to use the phone.

#### **When Babysitting**

- Know your employer. Only work for people you or your parents know, or for whom you have a good personal reference.
- Give us your employer's name, address, phone number, and where he or she is going and when he or she expects to be home.
- Have your employer show you all the safety and security features of the home, including smoke and burglar alarms, telephones, panic buttons, fire extinguishers, door and window locks, outside lights, etc.
- Keep all doors and windows locked while inside. Leave an outside light on after dark.
- Keep drapes or blinds closed at night but leave some lights on.
- Keep front door locked if you are out in the back yard or in a common play area.
- Follow the same security principles you use at home in answering the door or the phone.
- Don't say you are alone and babysitting when answering the door or phone.

#### **PROTECTING YOUR CHILDREN'S IDENTITIES**

- Provide your child's Social Security numbers only when it is required by a government agency or financial institution. Never provide it for identification.
- Carry your child's Social Security number or card in your purse or wallet only when you know you will need it.
- Teach your children never to give out personal information over the phone or on the Internet.
- Check to see if any of your children have a credit report by visiting [www.AnnualCreditReport.com](http://www.AnnualCreditReport.com) or calling (877) 322-8228, a service created by Equifax, Experian, and TransUnion, the three nationwide consumer-reporting companies. No report should exist unless someone has applied for credit using your child's Social Security number. No minor should have a credit report. At a FTC-sponsored forum on child-centric fraud in July 2011 it was estimated that more than 140,000 American children become victims of identity theft each year. By various means thieves obtain children's SSNs and sell these genuine numbers to persons with

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poor credit ratings who obtain credit cards, make extensive purchases, and don't pay their bills. If this happens you should contact the credit card companies and the three nationwide consumer credit reporting bureaus immediately.

- Watch your children's mail for credit card applications, bills, or bank statements. They are signs that someone has started a credit history in your child's name.
- Request that banks in which your children have accounts remove their names from marketing lists.
- Report any suspected identity theft to the three nationwide consumer reporting companies and obtain copies of any credit reports in your child's name and Social Security number. If your child does have a credit report ask to have all accounts, application inquiries, and collection notices removed immediately. Tell the credit issuer that the account is in the name of your minor child who by law isn't permitted to enter into contracts.
- Take advantage of your rights under the federal Children's Online Privacy Protection Act (COPPA). This law requires websites to get parental consent before collecting and sharing information from children under 13. COPPA covers sites designed for children under 13 and general audience sites that know certain users are under 13. It protects information that websites collect upfront and information that children give out or post later. It also requires these sites to post a privacy policy that provides details about the kind of information they will collect and what they might do with the information. You should: (1) know your rights, (2) be careful with your permission, (3) check out the sites your children visit, (4) review the sites' privacy policies, (5) contact the site if you have any questions about its privacy policy, and report any site that breaks the rules to the FTC at [www.ftc.gov/complaint](http://www.ftc.gov/complaint).
- For answers to frequently asked questions about the Children's Online Privacy Protection Rule go to <http://www.ftc.gov/privacy/coppafaqs.shtm>.

### SELECTING A NANNY OR BABYSITTER FOR HOME CHILD CARE

- Set up clear job responsibilities.
- Contact SPD (954) 967-5100 and ask for the Florida Department of Law Enforcements web address that provides information on sexual offenders. [www.flsexoffender.net/](http://www.flsexoffender.net/)
- Continually assess how the arrangement is working.
- Drop in unannounced at random times to time to see how your child is doing.
- Leave emergency contact information.
- Ask your child how he or she is getting along with the caregiver.

## CHILD SAFETY AND SECURITY TIPS

### Seminole Police Department

The following additional tips deal with relations with a caregiver:

- Fire any caregiver provided by an agency who offers to work independently for less.
- Notify the agency immediately if you have any concerns about the caregiver it provided.
- Lock up all financial records, checkbooks, credit cards, personal ID information, etc.
- Do not allow the caregiver to have access to the home computer.
- Do not lend money to the caregiver.
- Supply a limited amount of cash for necessities and require receipts and an itemized accounting of all expenditures.
- In hiring a caregiver privately seek referrals from a trusted source first. If possible avoid using a “help wanted” ad. And do not respond to an ad by a person seeking employment as a caregiver. Interview all prospective caregivers. For your safety, do it in a public place, e.g., a coffee shop, not at your home. And don’t give out your home address. Ask the applicant to do the following:
- Fill out an employment application that asks for personal information, education, employment history, applicable licenses and certificates, personal references, etc.
- Provide proof of citizenship or legal residency, a state-issued photo ID, and a Social Security card.
- Provide his or her driver’s license number and automobile insurance policy information if driving is involved.
- If the applicant is not already registered and refuses to apply, and you want to conduct a background investigation to verify personal information that is not a matter of public record, e.g., education, credit, and medical records, you should ask the applicant to sign an investigation authorization form. For the investigation you can hire a private investigator or do it yourself. You can find an investigator in Florida by going to website of Florida Association of Licensed Investigators [www.fali.org](http://www.fali.org) or [www.fali.org/](http://www.fali.org/) The investigator would check criminal, civil, and credit records, the applicant’s driving history, the applicant’s Social Security number, etc.

