

# “ON YOUR OWN”

## Home Alone & Personal Safety For Kids!



Presented by the Naperville Police Department's  
School Resource Unit & the Exchange Club of Naperville





# Naperville

Dear Parents:

The School Resource Unit of the Naperville Police Department presents a program entitled “On Your Own” to all third-grade students. The program is designed to help students develop self-care skills for the times when they may be home alone.

The areas covered in this program include family rules, making a schedule, keeping important phone numbers handy, handling emergencies, personal safety, digital citizenship, kitchen safety, and the child’s confidence in his or her own abilities.

Although you may not have a child at home alone at this time, in the future you may be faced with this situation. The purpose of this program is to provide your child with the knowledge and skills needed to handle these new responsibilities.

We hope you will take a moment to share this booklet with your child and discuss the material with them. Parental involvement in the educational process always helps to make a program more effective. We hope you will find the enclosed material helpful when you speak with your own child about these important safety topics.

Sincerely,

Naperville Police Department

## Taking Care of Yourself

Do you ever have to take care of yourself after school or while your parents aren't home? You know that your parents want you to be safe. Taking care of yourself is a big responsibility, but these tips can help you handle it:

- 🔑 Make sure you know your address, including your city and state, and your area code and phone number, **by heart**.
- 🔑 Be sure you know how to reach your parents at work and on their cell phone. Check in with your parents or a trusted neighbor as soon as you get home.
- 🔑 Make sure you know what to do in an emergency. Know the emergency telephone numbers of your police and fire departments, and the numbers of trusted adults. Keep these numbers posted in an easily accessible area of your home.
- 🔑 Know how to work the door and window locks for your home, and lock the door immediately after you come in. Never open the door for anyone you don't know. Also, never open the door for anyone you do know without Mom and Dad's permission.
- 🔑 Don't let people who call on the phone know you are home alone. When you answer say, "My parents can't come to the phone right now," and then take a message.



## What Parents Need to Know

An estimated 5-12 million children between the ages of 5 and 13 are regularly left home for some part of the day. Leaving children alone always causes some anxiety, but knowing they are prepared to cope with situations that may arise will lessen the worry.

### As a parent:

- 🔑 Be sure your children have access to a phone and they know how to use it. Show them how to dial 911 in case of an emergency.
- 🔑 Post emergency numbers and the numbers of nearby trusted adults in an easily accessible area of your home.
- 🔑 Make sure your children lock the door after they arrive home and then check in with you or a trusted neighbor.
- 🔑 Teach children how to work the door and window locks in your home and how to arm and disarm your security system.
- 🔑 If your children will be using a code to open an entrance or garage door, be sure they understand they are not to share the code with anyone without your permission.
- 🔑 Make sure your children know you always want to be told if anything happens to them while they are away from you that makes them feel uneasy, scared or uncomfortable. Children will sometimes phrase this as feeling "funny."
- 🔑 Teach your children to always "check first" with a parent before going anywhere with anyone, even one who says he/she was sent by you. Adopt a family "code word" to be used if a third party is ever to pick up your child.
- 🔑 Tell your children not to go into anyone's house or apartment without your permission and make sure you know the people who live in any home your child wants to visit.
- 🔑 Tell your children what to do in case of fire.

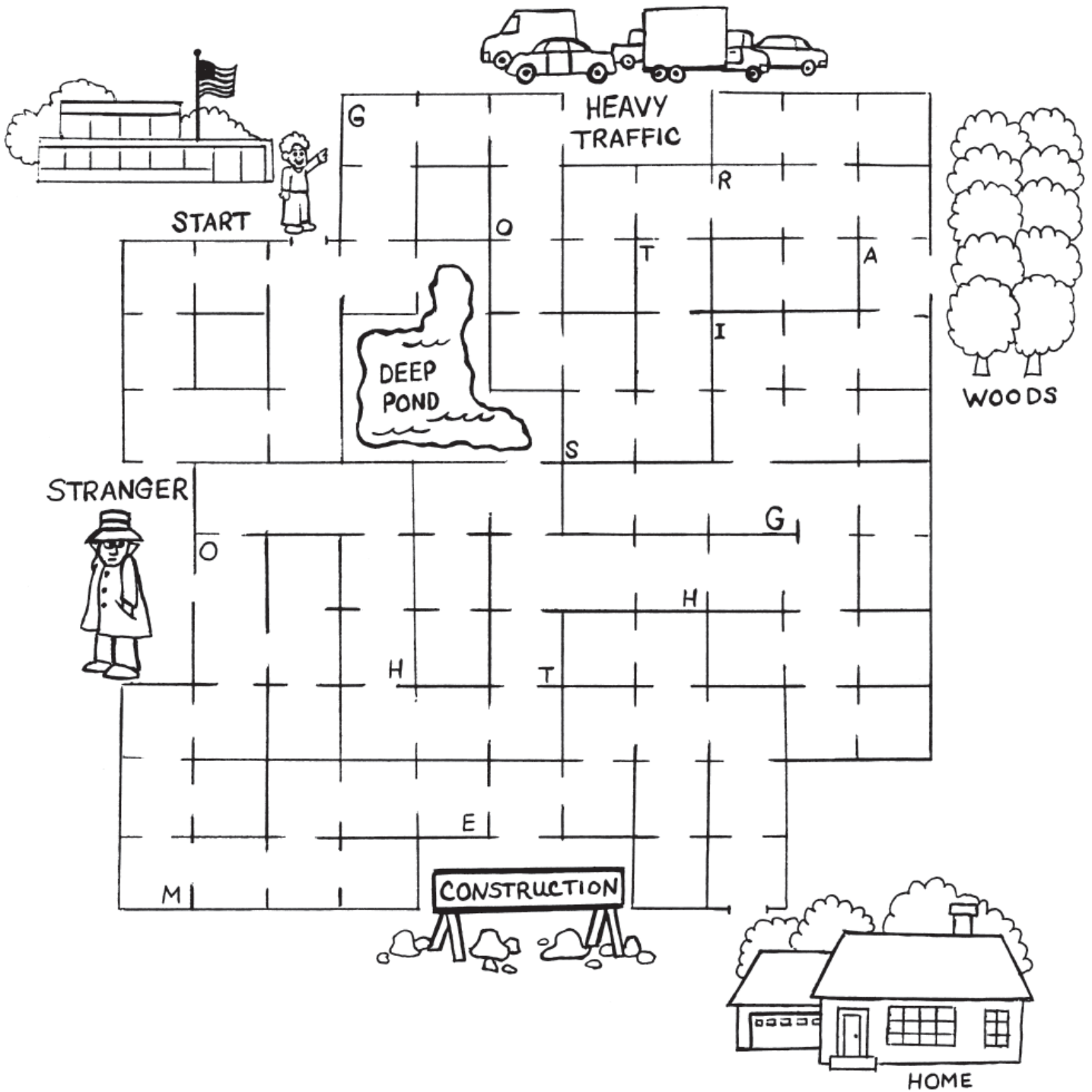
## FAMILY ACTIVITY: TALK IT OVER

1. When I'm by myself, I feel:
2. When I'm by myself, I really like to:
3. When I'm by myself, I really don't like:
4. When I'm by myself, I get scared about:
5. When I'm by myself, I wish I knew:
6. When I'm by myself, I wish I could:
7. When I'm by myself, the best thing is:
8. When I'm by myself, the worst thing is:

For more information on child  
readiness to be home alone visit:  
<https://kidshealth.org/en/parents/home-alone.html>



**FIND YOUR WAY THROUGH THE MAZE AND FIND THE HIDDEN LETTERS ALONG THE WAY TO SPELL AN IMPORTANT MESSAGE.**



WRITE THE HIDDEN LETTERS IN THE ORDER YOU FIND THEM:

\_\_\_\_\_ !

# Family and House Rules

You and your family need to plan a day and time for your family meeting to discuss the rules of your house. Each home and child is unique, and their plans and rules should be, too.

- Discuss who your trusted adults are and fill out your important phone number list.
- Write down your safe place to keep the key, door code, or garage door opener.
- Where is your safe meeting place outside of the house?

## What is the Family Rule for...?

Using the Telephone - \_\_\_\_\_

Calling to confirm you are Home Safely - \_\_\_\_\_

Answering the Door - \_\_\_\_\_

Cooking in the Kitchen - \_\_\_\_\_

Using the Computer - \_\_\_\_\_

Playing Video Games - \_\_\_\_\_

Having Friends Over - \_\_\_\_\_

Playing Outside - \_\_\_\_\_

Homework - \_\_\_\_\_

Watching TV - \_\_\_\_\_

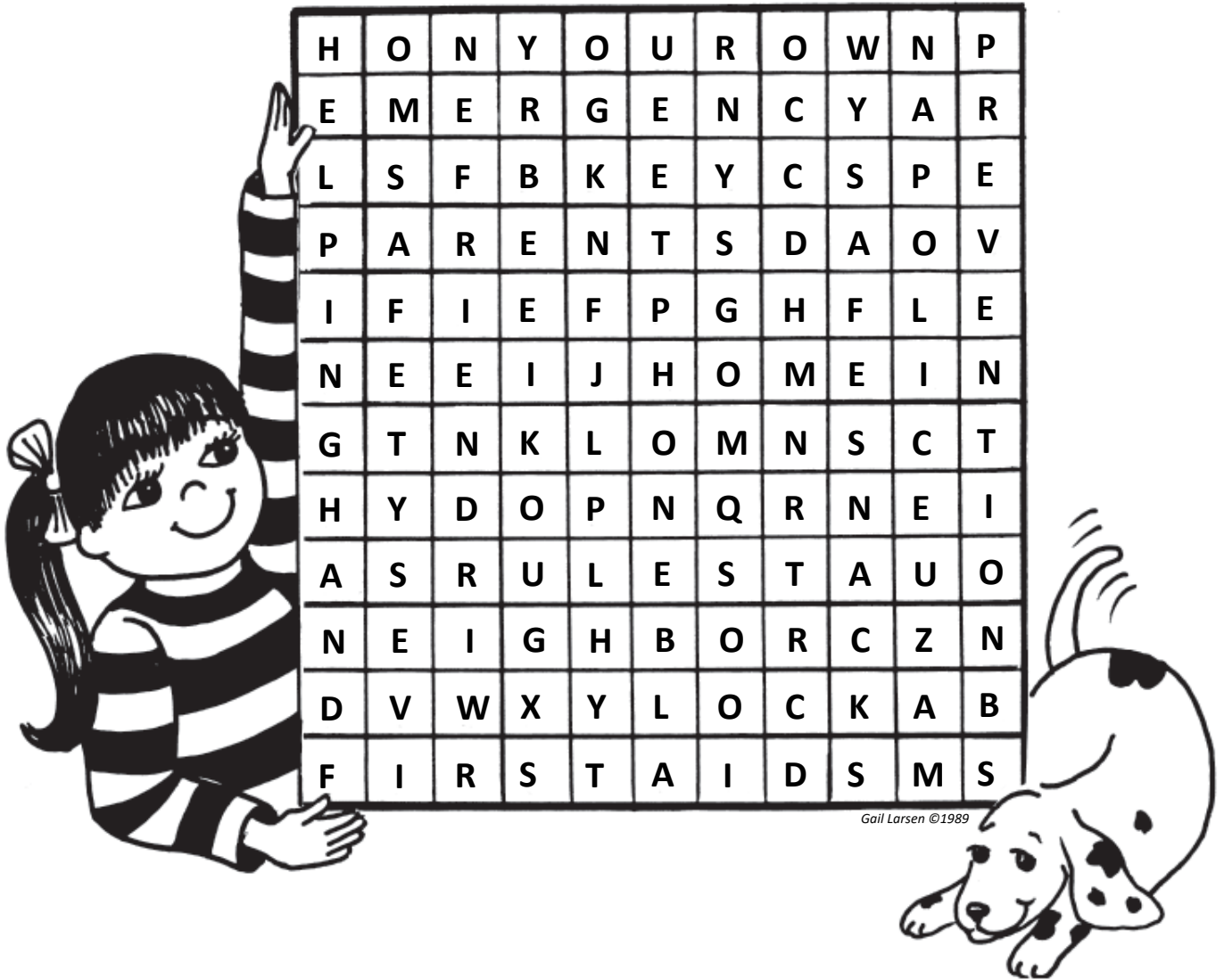
Taking Care of Siblings - \_\_\_\_\_

Taking Care of Pets - \_\_\_\_\_

Other Rules - \_\_\_\_\_

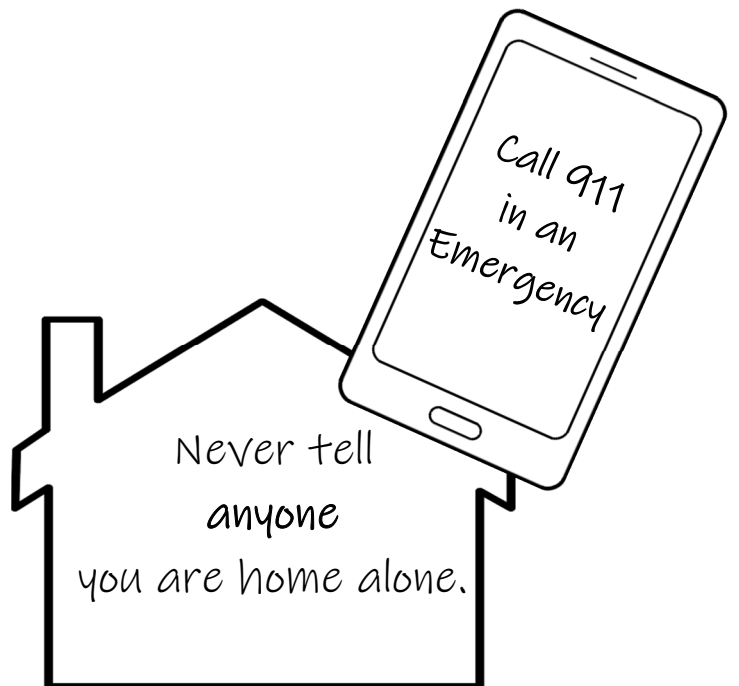


# SAFETY WORD SEARCH (circle the words)



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- SAFETY
- PHONE
- EMERGENCY
- FRIEND
- LOCK
- PARENTS
- HOME
- POLICE
- RULES
- NEIGHBOR
- PREVENTION
- FIRST AID
- SAFE SNACKS
- KEY
- ON YOUR OWN



# Creating a Schedule for When I'm Home Alone

Days of the week I'll be by myself: \_\_\_\_\_ Time: \_\_\_\_\_ to \_\_\_\_\_

**Things I'm supposed to do:** (Homework, Chores, Etc.)

Time	Activity	How Long It Will Take	Finished?

**Things I'd like to do:** (Drawing, Snacks, Projects, Reading, Etc.)

Time	Activity	How Long It Will Take	Finished?

**Notes about My Day:**

Things to tell Mom or Dad: \_\_\_\_\_

Things I need to know: \_\_\_\_\_

Problems I had today: \_\_\_\_\_

**How I felt:** Happy Lonely Angry Proud Upset Mad Bored Interested Scared Excited Other






## Can you spot the hazard?

Circle any safety hazards you see in the picture



### Kitchen Safety

-  When home alone, avoid using kitchen appliances such as the microwave, oven, or stove. If you are allowed to do so, be sure you have permission and you know how to properly use the appliance and the safeguards you need to keep in mind in order to remain safe.
-  Avoid using sharp knives and other sharp kitchen utensils that may cause harm.
-  Talk to mom and dad about what foods and snacks are allowed when you are home alone. Try to choose snacks that are healthy for you.

# Internet Safety Pledge

## Internet

*Check off the boxes after you have read the sentence and understand.*

- I will never give out my passwords to anyone, except my parents.
- I promise to never send or post personal information, such as my address, phone number, or school name.
- I will only communicate with people I know from my real physical world.
- I will never send a picture of myself to anyone without my parent's permission.
- I will not open emails/texts from people I don't know.
- I will visit sites that are safe and appropriate.
- I will tell an adult if I see any information that makes me feel uncomfortable.
- I will never download or install files to my computer without my parent's permission.
- I will never email or post mean or hurtful things about other people online.
- I will follow all internet rules set by my parents.
- I will communicate responsibly and kindly with other people online.
- I will stand up to cyberbullying.
- I will give proper credit when using other's work.
- I will respect other people's ideas and opinions.

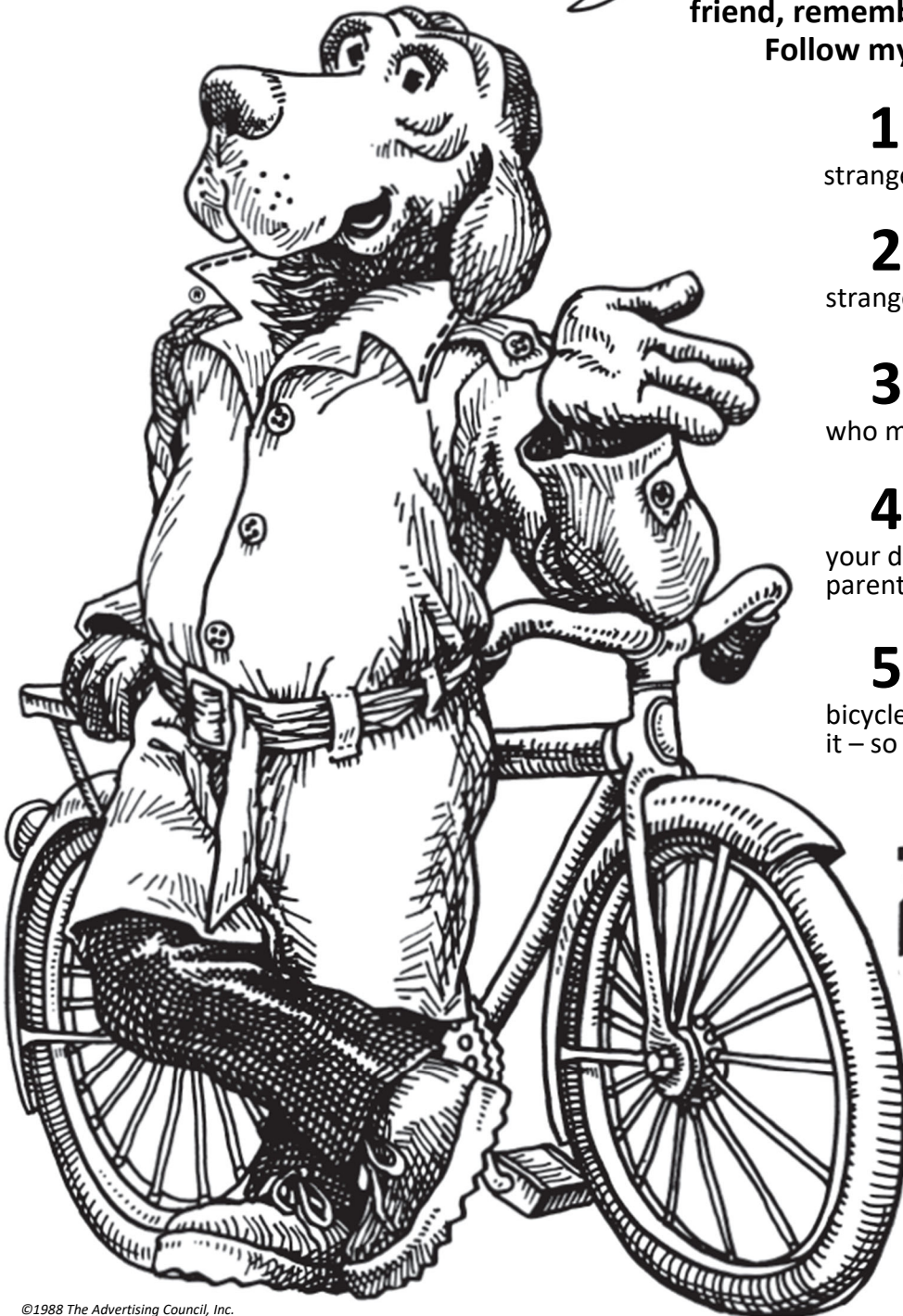
### Things to know about internet usage:

1. Can I be on the computer/laptop/tablet when I'm home alone?  
\_\_\_\_\_
2. How long can I use the computer/laptop/tablet?  
\_\_\_\_\_
3. What websites can I visit/what games can I play?  
\_\_\_\_\_
4. Can I message my friends?  
\_\_\_\_\_
5. Can I use email/text messages/messenger?  
\_\_\_\_\_



**McGRUFF SAYS-  
HERE ARE 5 WAYS  
TO PLAY IT SAFE!**

**When you're playing, alone or with a friend, remember to be smart and be safe. Follow my directions and play it safe!**



- 1.** Never get into a car with a stranger or someone you don't trust.
- 2.** Never open a door to a stranger or someone you don't trust.
- 3.** Never let anyone touch you who makes you feel unsafe.
- 4.** Remember to always lock your doors at home – and remind your parents, too!
- 5.** One more tip – keep your bicycle locked up whenever you leave it – so it'll be there when you get back!

**TAKE A BITE OUT OF  
CRIME®**

# SECURITY CHECK LIST

Conduct a security check of your home with your parent or guardian. If you find your answer to any of the following questions is no, steps should be taken to improve your home's security.



Yes No

## 1. Locks

- When you moved into your house or apartment, did your parent re-key the locks? (This means to change the code inside the lock and get a new set of keys for the locks.)
- Does your front door have a peephole so you can see who is at the door?
- If you have sliding glass doors, do you have a strong secondary lock for them? (This could be a metal or wooden bar that fits in the sliding track.)
- Does your house or apartment have strong, secure locks on all doors and windows?
- Will your locks withstand force? (Will they be strong enough in case someone pushes forcefully against the doors?)
- Do your entrance doors have dead bolt locks?

## 2. Locking Habits

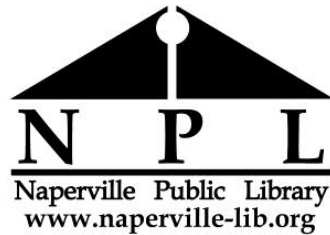
- Do you lock all windows and doors when you leave your home, even for a short time?
- Do you lock the garage door, if you have one?
- If your apartment windows open on a fire escape, balcony or ground floor, do you lock all windows when you go to bed?
- Do you lock the front door when you are playing in the back of your house?
- Do you lock the windows and doors when you're alone in the house or apartment?

## 3. Keys

- Have you given a trusted neighbor a spare key or have you discussed a plan, in case a key is lost?
- Do you know where to find the keys that unlock the doors and window locks in your house? Do you know how to use them?
- If you're responsible for your own house key, do you keep your key in a safe place?

## 4. Landscape

- Are the bushes near your doors and windows trimmed so intruders can't hide behind them?
- Do you keep bicycles, tools, lawn mowers or other valuable items in a safe, locked place?



## Children's Safety Resources

### FICTION

E BER	Berenstain	The Berenstain Bears Learn about Strangers
E JOY	Joyce	Never Talk to Strangers
E LEA	Leaney	Home Sweet Home: A Story about Safety at Home
E YOR	York	Ashley Learns About Strangers

### NONFICTION BOOKS

J 395.59 ALL	Allen	Cell Phone Safety
J 363.13 BAR	Barracrough	Home Safety
J 004.678 COR	Cornwall	Online Etiquette and Safety
J 613.6 FEI	Feigh	I Can Play It Safe
J 025.042 FON	Fontichiaro	Searching Online
J 613.6 GEI	Geisler	I Won't Go With Strangers
J 613.6 GEI	Geisler	If I Get Lost: Stay Put, Remain Calm, and Ask For Help
J 004.678 GRE	Greve	The Internet
J 302.343 LIN	Lindeen	Digital Safety Smarts: Preventing Cyberbullying
J 004.678 NIC	Nickel	A Garfield Guide To Online "Friends": Not The Same As Real Friends!
J 004.678 NIC	Nickel	A Garfield Guide To Posting Online: Pause Before You Post
J 004.678 OWI	Owings	Stay Safe Online
J 613.6 PAN	Pancella	Home Safety
J 362.7 PEN	Pendziwol	Once Upon a Dragon: Stranger Safety for Kids (And Dragons)
J 363.13 RAU	Rau	Fire Safety
J 363.13 RAU	Rau	Safety At Home
J 613.6 RAY	Ray	A Smart Girl's Guide to Staying Home Alone
J 613.6 RAY	Raymer	Staying Home Alone: A Girl's Guide to Feeling Safe and Having Fun
J 323.448 RUS	Rustad	Learning About Privacy
J 613.6 SCH	Schuh	Fire Safety in Action
J613.607 SCH	Schuette	Stranger Safety

### DVDS

J 303.69 FIV		5 Ways to Work Things Out Without Fighting
J 649.1 DIS		Safety Smart at Home
J 613 Tim		Timon and Pumbaa, Safety Smart Healthy & Fit

## When I'm Home Alone I Should:

- |   |     |    |
|---|-----|----|
| 1. Complete my homework and chores?                     | Yes | No |
| 2. Open the door to anyone that knocks?                 | Yes | No |
| 3. Cook on the stove?                                   | Yes | No |
| 4. Play in the backyard?                                | Yes | No |
| 5. Tell people I'm home by myself?                      | Yes | No |
| 6. Keep all doors and windows locked?                   | Yes | No |
| 7. Know two ways out of each room in case of fire?      | Yes | No |
| 8. Have friends visit?                                  | Yes | No |
| 9. Call my check-in person when I get home from school? | Yes | No |
| 10. Call 911 in an emergency?                           | Yes | No |
| 11. Play my music, games, or television really loud?    | Yes | No |

*\*When you complete this worksheet, check your answers with Mom and Dad.*





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“Who is this, please?  
She’s busy – may I take a message?”

### TELEPHONE NUMBERS

My Phone Number: \_\_\_\_\_

My Address: \_\_\_\_\_

Friends: \_\_\_\_\_  
Name                                  Number

\_\_\_\_\_

Name                                  Number

Mom’s Cell: \_\_\_\_\_

Mom’s Work: \_\_\_\_\_

Dad’s Cell: \_\_\_\_\_

Dad’s Work: \_\_\_\_\_

Relative: \_\_\_\_\_

Name                                  Number

\_\_\_\_\_

Name                                  Number

Neighbors: \_\_\_\_\_

Name                                  Number

\_\_\_\_\_

Name                                  Number

Police/Fire/Ambulance: \_\_\_\_\_

**REMEMBER:**  
**In an emergency, dial 9-1-1**



Dear Parents and Students:

The Exchange Club of Naperville is proud to once again fund the "On Your Own" program developed by the School Resource Unit of the Naperville Police Department. Our membership is dedicated to the safety of our youth and the strengthening of the family unit. We believe that the "On Your Own" program helps parents and students understand home safety and responsibility, and it assists our families in gaining confidence to deal with emergency situations.

The funding for the program is made possible through the community's generous support of the Exchange Club's many fundraisers. The community's volunteerism, attendance, and participation at the club's fundraising events allows the Exchange Club to sponsor "On Your Own" and many other worthwhile programs for youth and their families.

The Exchange Club of Naperville also provides our community with a parent mentorship program called Project HELP. Project HELP is dedicated to fostering strong family units by assisting parents and guardians to learn new ways to understand, educate, and express their love for their children.

The Exchange Club encourages all parents and students to learn from the "On Your Own" program. We hope that you will find it beneficial in ensuring the safety and well-being of our community's families.

To find out more about Exchange, please visit [exchangeclub.org](http://exchangeclub.org) or email [administrator@exchangeclub.org](mailto:administrator@exchangeclub.org).

Sincerely,

Exchange Club of Naperville