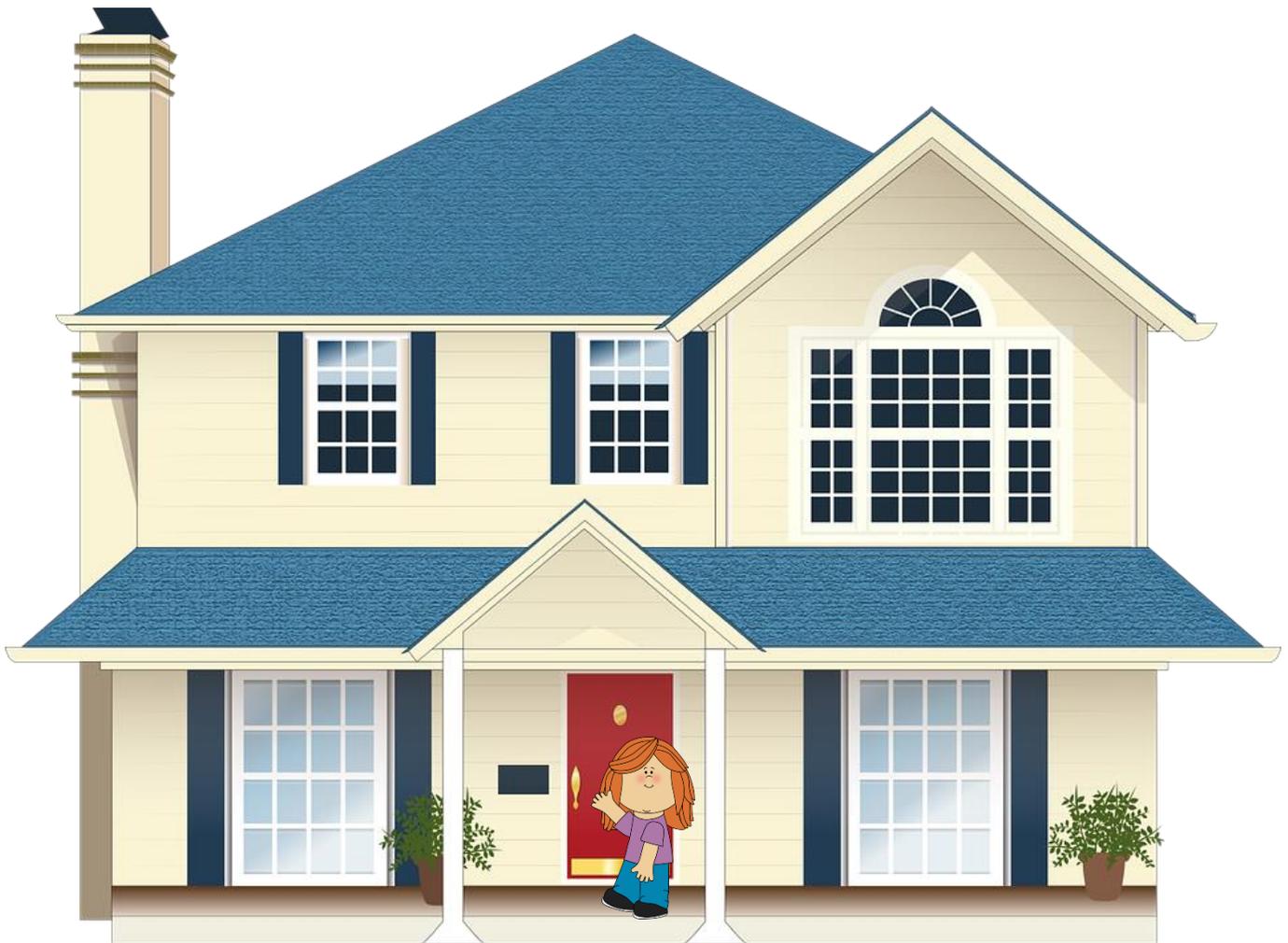


# “ON YOUR OWN”

## 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,

Robert W. Marshall  
Chief of Police

How will you know when you are ready to stay home alone? Although your family will discuss this and make a decision that is best for you, it is important that you think about what it means to stay home alone

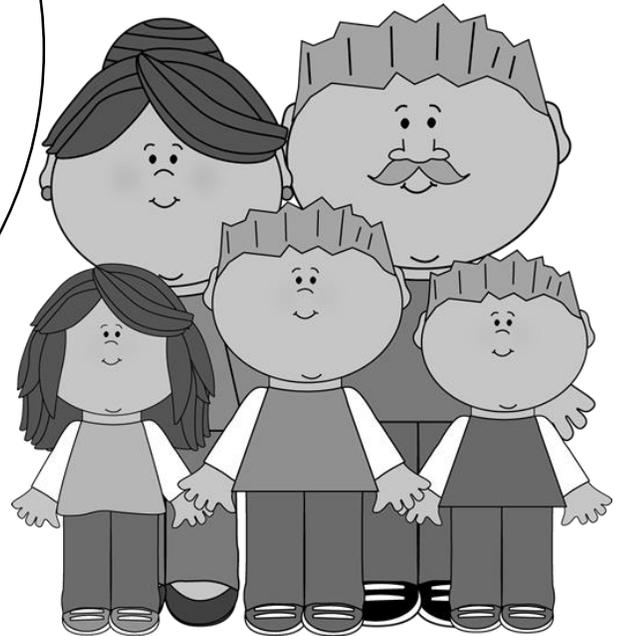
**Ask yourself the following questions:**

***Are you able to follow important rules?***

***Do you feel comfortable being by yourself?***

***Do you have confidence in handling an emergency situation that might arise?***

Complete the following questionnaire to start thinking about some of the issues of staying home alone. Your parents will go over this with you and answer any questions you might have.



Before staying home alone you should ask yourself these questions and be sure to answer honestly. Discuss with your parents where you feel less comfortable.

- |  |     |    |
|--|-----|----|
| 1. Have you stayed at home alone before?                     | Yes | No |
| 2. Are you comfortable at home alone?                        | Yes | No |
| 3. Do you have brothers or sisters at home alone with you?   | Yes | No |
| 4. Do you have any pets you are responsible for?             | Yes | No |
| 5. Do you have a phone to use at your house?                 | Yes | No |
| 6. Do you have a trusted neighbor close by you can call?     | Yes | No |
| 7. Do you have phone numbers to call in case of emergency?   | Yes | No |
| 8. Can you lock and unlock the doors of your home easily?    | Yes | No |
| 9. Do you know where a spare key to the door is kept?        | Yes | No |
| 10. Do you answer the door when you are home alone?          | Yes | No |
| 11. Do you know how to fix a snack in the kitchen?           | Yes | No |
| 12. Do you have an emergency preparedness kit?               | Yes | No |
| 13. Do you know where the emergency kit is kept?             | Yes | No |
| 14. Do you know basic first aid, such as caring for a cut?   | Yes | No |
| 15. Do you know where the first aid supplies are?            | Yes | No |
| 16. Do you know your fire escape route in case of a fire?    | Yes | No |
| 17. Do you know your family's meeting place in case of fire? | Yes | No |

# Family and Home 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.

Our Family Rules:

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 - \_\_\_\_\_

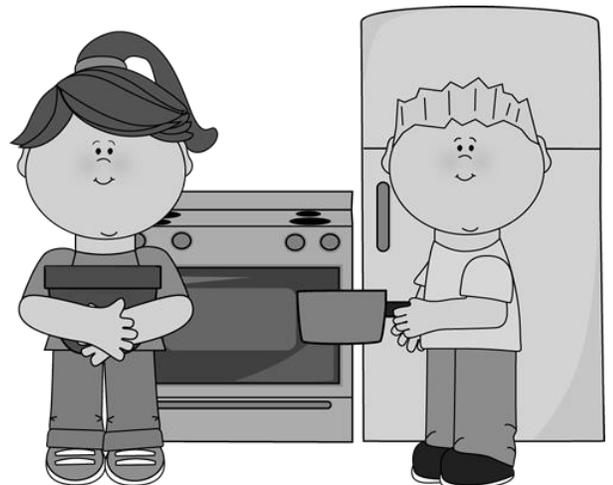
Taking Care of Siblings - \_\_\_\_\_

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

Do you ever have to take care of yourself after school or while your parents aren't home? Taking care of yourself is a big job, but these tips can help you handle it!

-  Make sure you know your address and your telephone number by heart!
-  Be sure you know how to reach your parents when they are not home.
-  Make sure you know what to do in an emergency.
-  Know how to work the door and window locks in your home.
-  Lock the door after you come home.
-  Never open the door when you're home alone without mom or dad's permission.

**Talk to mom and dad about more safety tips at your home!**



# Creating a Schedule for When You're 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:**

**Phone Messages:** \_\_\_\_\_

**Things to Remember:** \_\_\_\_\_

**Questions to Ask:** \_\_\_\_\_

**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



### Questions to ask your family about using the kitchen:

- Are you allowed to use any of the kitchen appliances?
- Which ones are you allowed to use?
- What are you allowed to eat and drink?
- What plates, cups, or silverware should you use?
- What cleaning supplies are you allowed to use?
- Are you allowed to use sharp knives or cutting tools?

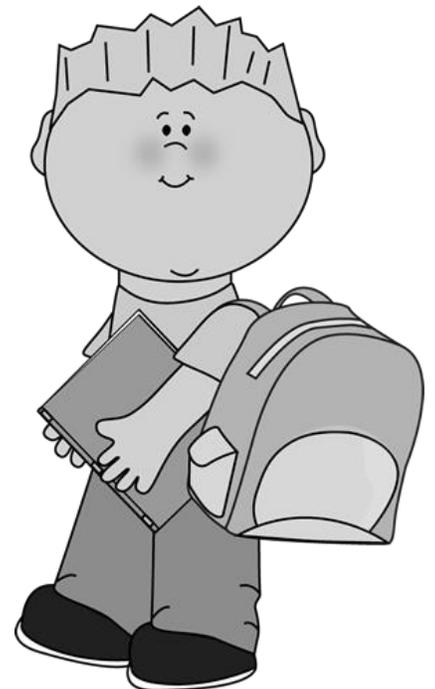
# On Your Own Word Search

S	T	I	H	O	M	E	U	R	T	E	E	D	S
D	I	A	T	S	R	I	F	P	H	O	N	E	C
U	I	Y	I	S	R	U	L	E	S	V	P	P	H
N	Y	L	L	U	B	R	E	B	Y	C	E	H	I
R	T	R	U	S	T	E	D	A	D	U	L	T	L
S	H	F	P	R	E	V	E	N	T	I	O	N	D
N	E	I	G	H	B	O	R	S	U	H	D	N	R
E	T	A	V	I	R	P	O	C	S	V	T	N	E
D	I	G	I	T	A	L	C	I	T	I	Z	E	N
F	I	R	E	P	A	R	E	N	T	S	P	B	R
I	S	M	Y	E	M	E	R	G	E	N	C	Y	C
P	O	L	I	C	E	L	O	C	K	S	T	Z	P
P	K	E	Y	T	I	E	E	S	A	F	E	T	Y
R	I	N	T	E	R	N	E	T	N	R	V	E	P

(Circle the words)

- Digital Citizen
- Neighbors
- Children
- Prevention
- Emergency
- Cyberbully
- First Aid
- Locks
- Safety
- Home
- Private
- Rules
- Trusted Adult
- Key
- Internet
- Parents
- Police
- Fire
- Phone

- Create a family code word. (This is a secret word between you and your family)
- Talk to your parents about situations that could happen at home when you're by yourself and how to handle them.
- Know who the trusted adults are in your life.
- Be prepared for situations to happen, know who you can call when you need help.
- Always have access to a phone when you're home alone.
- Memorize your home address and phone number.



# Home Safety and Security Check List

Take a tour of your home with your family using this safety list to find any hazards or safety problems. If you find your answer to any of the following questions is no, steps should be taken to improve your home's safety and security.

## Doors and Windows

Yes No

Does your front door have a peephole or a way to see who is at the door? \_\_\_\_\_

Do your entrance doors have a dead bolt or chain? \_\_\_\_\_

Do you have a spare house key in a safe place or with a trusted neighbor? \_\_\_\_\_

Do you keep all windows locked, especially on the ground floor? \_\_\_\_\_

If you have sliding glass doors, do you have a secondary lock? \_\_\_\_\_

## Kitchen

Yes No

Are sharp knives safely stored? \_\_\_\_\_

Are dangerous cleaning products kept in a safe place? \_\_\_\_\_

Do you keep the cabinet doors closed when not in use? \_\_\_\_\_

Are matches and lighters safely stored? \_\_\_\_\_

Are pot holders kept close by the stove? \_\_\_\_\_

Do you have a small fire extinguisher nearby? \_\_\_\_\_

## Bathroom

Yes No

Are razors and other sharp objects kept in a safe place? \_\_\_\_\_

Are all medicines labeled and kept safely out of reach? \_\_\_\_\_

## Basement/Utility Room

Yes No

Are the basement stairs free of clutter and well-lit? \_\_\_\_\_

Are flammable items stored safely? \_\_\_\_\_

Can you identify and access the fuse box and main water control easily? \_\_\_\_\_

Are sharp tools stored safely? \_\_\_\_\_

## Outside

Yes No

Are the bushes near your doors and windows trimmed? \_\_\_\_\_

Do you keep bicycles, lawn mowers, or other valuable items in a safe, locked place? \_\_\_\_\_

If you have an electric garage door, do all responsible family members know how to operate it? \_\_\_\_\_

## Habits:

Yes No

Do you have functional smoke detectors and a carbon monoxide detector? \_\_\_\_\_

Do you check the batteries for the detectors regularly? \_\_\_\_\_

If there are firearms, are they stored in a locked cabinet? \_\_\_\_\_

Do you know if any of your plants are poisonous? \_\_\_\_\_

Do you have flashlights close by and do you check the batteries regularly? \_\_\_\_\_

Do you lock all windows and doors when you leave your home, even for a short time? \_\_\_\_\_

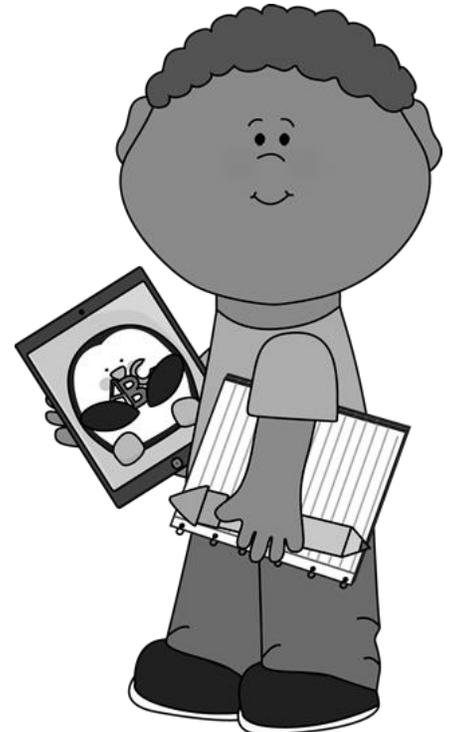
# Internet Safety Pledge

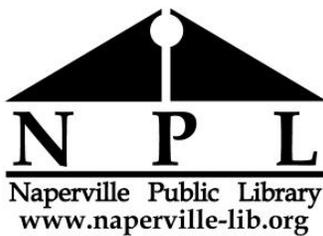
*Check off the boxes after you have read the sentence and understand.*

- 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?  
\_\_\_\_\_
6. Are the sites I am allowed to go to favorited?  
\_\_\_\_\_





## 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
J LOWRY	Lowry	Anastasia on Her Own

### NONFICTION BOOKS

J 395.59 ALL	Allen	Cell Phone Safety
J 796.6028AMS	Amstutz	Bike Safety: A Crash Course
J 613.6 AND	Anderson	Know the Facts about Personal 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 613.6 GOO	Goodbody	Keeping Safe
J 004.678 GRE	Greve	The Internet
J 004.678 JAK	Jakubiak	A Smart Kid's Guide to Internet Privacy
J 006.754 JAK	Jakubiak	A Smart Kid's Guide to Social Networking Online
J 302.343 LIN	Lindeen	Digital Safety Smarts: Preventing Cyberbullying
J 613.6 LLE	Llewellyn	At Home
J 613.6 MAC	MacGregor	Stay Safe at Home and Online
J 613.6 MAC	MacGregor	Ten Steps to Staying Safe
J 025.040289 MIL	Miller	Don't Share Your Plans Online
J 025.040289 MIL	Miller	Don't Talk to Strangers Online
J 613.6 NEL	Nelson	Stay Safe! How You Can Keep Out Of Harm's Way
J 613.0432 NEL	Nelson	Staying Safe in Emergencies
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 613.6 RAA	Raatma	Home 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

### DVDS

J 613.6 CHI	Child Safety
J 613.6 CHI	Child Safety At Home
J 363.377 STA	Fire Safety: Prevent, React, Escape
J 303.69 FIV	5 Ways to Work Things Out Without Fighting
J 649.1 DIS	Safety Smart at Home
J 613.6 STA	Staying Safe: Strangers, Cyberspace, & More

## Important Phone Numbers

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

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

Mom's Cell: \_\_\_\_\_ Dad's Cell: \_\_\_\_\_

Mom's Work: \_\_\_\_\_ Dad's Work: \_\_\_\_\_

Relative's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Relative's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Neighbor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Neighbor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

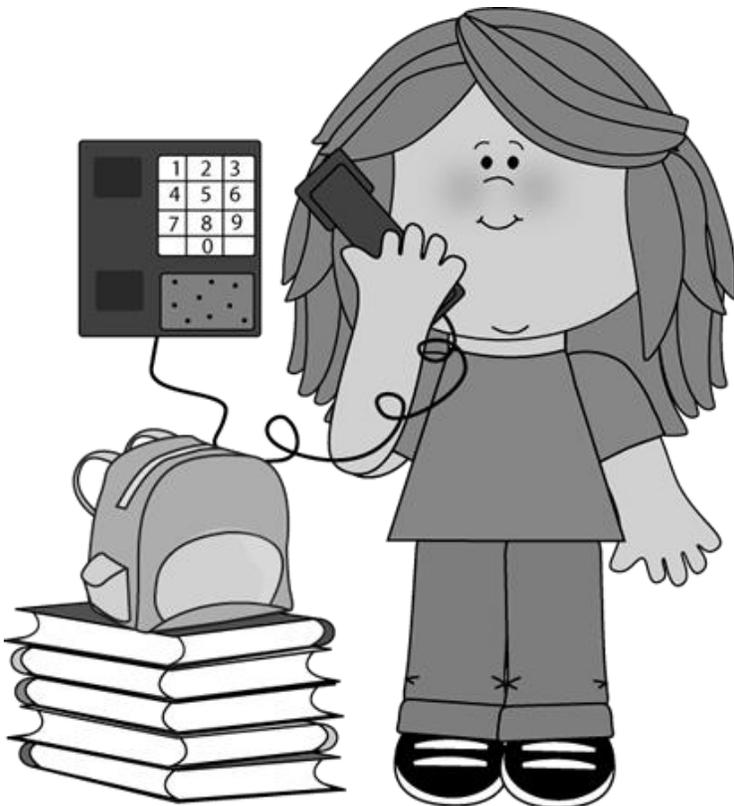
Friend's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Friend's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Police Non-Emergency: \_\_\_\_\_

Poison Control: \_\_\_\_\_

Emergency: **911**



“Hello, who is this,  
please?”

“Mom’s Busy, may  
I take a message?”

**Never Tell  
Anyone You’re  
Home Alone!**



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. We believe that the “On Your Own” program helps parents and students understand home safety and responsibility and assists families in gaining confidence to deal with emergency situations.

The funding for this program is made possible through the community’s generous support of the Exchange Club’s fundraiser Ribfest during the 4th of July weekend. The community’s volunteerism, attendance, and participation at Ribfest, allows the Exchange Club to sponsor “On Your Own” and between 40 and 50 additional agencies each year, including Project HELP ([projecthelpdupage.org/](http://projecthelpdupage.org/)) and the Edward Care Center ([eehealth.org/services/children/intensive-care/special-services](http://eehealth.org/services/children/intensive-care/special-services)).

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 [nxc.admin@exchangeclub.org](mailto:nxc.admin@exchangeclub.org).

Sincerely,

Exchange Club of Naperville  
Jerry Kochurka  
President, 2020-2021