

# Teacher or Caregiver Letter

The following is an example of a letter that you can give to a teacher or caregiver if your child tends to wander. The information in this letter will inform the teacher or caregiver of ways to keep your child safe when in their care. Provide a copy of the **Emergency Alert Form** along with this letter.

\_\_\_\_\_  
(Today's Date)

Dear \_\_\_\_\_,  
(Teacher or Caregiver's Name)

\_\_\_\_\_ has a history of wandering and requires close supervision.  
(Full Name and Date of Birth)

This letter provides information on ways to prevent this from happening and also helps you to be more prepared if they do wander.

My child is attracted to the following areas, items, or places: (List inside and outside interests such as areas of water, restrooms, playgrounds, buildings, houses, stores, etc.) \_\_\_\_\_

These are things that may cause my child to wander or flee: (List any known triggers such as loud noises, bright lights, crowded places, changes in routine, moving from one work space to another, fire alarms, etc.) \_\_\_\_\_

These are some behaviors you may notice before my child wanders: (List things such as repetitive behaviors, rocking, covering ears or eyes, being restless, leaving seat or area, and/or becoming physical aggressive, etc.) \_\_\_\_\_

De-escalation strategies are best to prevent wandering or fleeing. If you notice any of the above behaviors or potential triggers, these are some calming strategies that may work: \_\_\_\_\_

If my child leaves the building and is in an unknown location, 911 should be called **immediately**. I have included a copy of our **Emergency Alert Form** that can be provided to emergency personnel.

If my child wanders within the building, please document this by writing down the specifics of what happened and provide me with that information. Please include what happened, who they were with, and what may have caused them to wander. This will help us to better understand the behavior so we can prevent it in the future.

Here are some things you can do to help prevent my child from wandering. Provide clear and simple instructions. Create physical barriers such as closed doors, furniture or fences. Provide constant supervision. Please make sure that anyone working with my child is aware that they may wander and are trained on what to do to find them.

I appreciate your help with this as my child's safety is my top concern. I am happy to meet with you to provide more information and to help set up safety measures and plans.

Sincerely,

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print your name)

\_\_\_\_\_  
(Phone Number)

