# What is QuickTip?

[Name of School District] QuickTip is a reporting tool that allows students, parents, staff and community members to submit information to district administrators anonymously or non-anonymously. While the district already has many programs to help students deal with challenges such as bullying behaviors, stress, peer pressure, depression and family problems, QuickTip helps break the code of silence often experienced by students and others because it allows them to report concerns to administrators anonymously. Thank you for signing up and we hope you enjoy Communicate!

# How does it work?

Tips are sent using a form available online or through our mobile app. When sending a tip, submitters select from a drop-down list of common issues they may be facing such as bullying, fighting, harassment, threatening behavior, etc., and then enter the tip message. If they have an image related to the tip, there is an option to attach it to the message. If the tip submitter wants to include contact information, there are fields that allow them to do so. District administrators receive the tips to investigate or take action as appropriate.

# When can the system be used?

The [Name of School District] QuickTip System is available 24 hours a day, seven days a week. Submitters may log on to QuickTip from any computer with an Internet connection or by using the district's free app.

It's helpful to share specific information such as a detailed description of the concern or incident, location of concern and any supporting evidence. It's important that reporters submit thorough and accurate information.

# Features Include:

* An anonymous way to assist in making your school a safer community
* Tips are submitted using an online form with the option of including contact information
* Fosters a safer and more caring community
* Builds positive connections between students, staff and district officials
* Helps resolve problems in a safe and timely manner

# Where can I submit a QuickTip?

https://asp.schoolmessenger.com/CUSTOMERID/QuickTip