

**CITY of NEW CASTLE
POLICE DEPARTMENT**



James E. Nicholson, Chief of Police

Ronald E. Burns, EMS Chief

September 15, 2004

Dear Students, Parents/Guardians:

As we begin the school year, the City of New Castle would like to prepare students and parents/guardians on how to react if they find a needle or any other drug paraphernalia.

First: **DO NOT** pick it up.

Second: **REMEMBER** where you saw the item.

Third: **TELL** a teacher, administrator, or parent/guardian.

Fourth: **REPORT IT** to the New Castle Police Department, New Castle Emergency Unit, New Castle Fire Department, by **calling 911...**

Your emergency service providers will ensure proper disposal of the dangerous substances. The City of New Castle Police Department and Area Drug Task Force are working extremely hard to rid the city of drugs and drug paraphernalia and will continue to work hard on this endeavor. However, the Police Department and Emergency First-Aid Unit are requesting your assistance in helping us to insure the safety of our children in the community by following these guidelines. Your city emergency service providers are trained and equipped to pick up and dispose of any hazardous drugs and paraphernalia.

If you have any questions, please do not hesitate to contact any of the above agencies. Your cooperation in this matter is greatly appreciated.

Respectfully yours,

James E. Nicholson, Chief of Police

Ronald E. Burns, Chief of E.M.S.