

**Office of the President**  
Shippensburg University  
1871 Old Main Drive  
Shippensburg, PA 17257-2299



**www.ship.edu**  
Office: 717-477-1301  
Fax: 717-477-4005

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Colleagues:

It is our shared goal, and collective responsibility, to provide a safe and secure campus to all who use it — students, faculty, staff, and visitors.

The recent revelations and media accounts involving allegations of sexual abuse/sexual assault of minor children at Penn State make it incumbent upon me to reinforce to the university community our obligation to make sure children who visit our campus are protected.

One of the practical questions for each of us is: **To whom should I bring my concern?**

If you see, hear about, or know about possible child abuse on our campus, please immediately contact University Police at **717-477-1444**. After making this phone call: If you are a faculty or staff member, please inform your immediate supervisor who in turn will contact his/her respective vice president. If you are a student, please inform the Dean of Student's Office who in turn will contact his/her respective vice president. What is essential is that University Police are notified ***immediately*** in order for investigatory procedures to be implemented.

Detailed information about university procedures concerning reporting all crimes on campus can be found on our website at [http://www.ship.edu/Police/Safety\\_Information/](http://www.ship.edu/Police/Safety_Information/).

Thank you for your consideration.

Bill