



# DEPARTMENT NOTICE

23-058

Published: 04/11/23

Expires: 04/25/23

## San Francisco Police Department "Take Your Child to Work Day"

**Friday, April 28, 2023** is "Take Your Child to Work Day". A day of fun and educational events has been planned at Police Headquarters (1245 3<sup>rd</sup> St.), including lunch for the participants. The events will be held right outside of Police Headquarters on Mission Rock Street. This is an excellent opportunity for your children to learn about our duties and responsibilities and see the San Francisco Police Department Headquarters. There will be presentations and demonstrations from the Canine, EOD, Marine and Mounted Units. We will also have face painting and jumpers.


Children between the ages of 5 and 12 years old may take part in this event, along with their parents or guardian. If you are interested in having your child or children attend, complete the registration form attached to this notice and return it as outlined below. Children under the age of 5 years old are welcome with mandatory parental supervision.

Space is limited so please register early. A registration form for participant(s) must be completed and submitted by **Tuesday, April 25, 2023 at 1200 hours** in order to obtain an estimate on lunches. Please email or send via interoffice, the completed registration form. For your convenience, you can also scan the enclosed registration QR code to complete the registration form. All registration forms should be submitted to the attention of Sergeant Christina O'Bannon at the Community Engagement Division at 1-415-575-6050 or [christina.obannon@sfgov.org](mailto:christina.obannon@sfgov.org).

You will be notified via email that your registration has been received.

The hours for this event will be **0900 to 1300 hours**.



  
WILLIAM SCOTT  
Chief of Police

*Per DN 20-150, sworn & non-sworn members shall electronically acknowledge this Department document in PowerDMS. Members whose duties are relevant to this document shall be held responsible for compliance. Any questions regarding this policy should be made to [sfpd.writtendirectives@sfgov.org](mailto:sfpd.writtendirectives@sfgov.org) who will provide additional information.*

**SFPD**  
"TAKE YOUR CHILD TO WORK DAY"  
FRIDAY, APRIL 28, 2023

Please print form and fax to (415) 575-6050 or email christina.obannon@sfgov.org  
**ATTN: Sergeant Christina O'Bannon**

**FORM MUST BE RECEIVED NO LATER THAN TUESDAY, APRIL 25, 2023 by 1200 HOURS.** Slots are available on a first come, first served basis. Late forms will not be accepted.

PARENT/GUARDIAN NAME: \_\_\_\_\_

DEPARTMENT: \_\_\_\_\_ DIVISION: \_\_\_\_\_

TITLE/POSITION: \_\_\_\_\_ WORK HOURS: \_\_\_\_\_

WORK ADDRESS: \_\_\_\_\_

WORK PHONE: \_\_\_\_\_ CELL: \_\_\_\_\_ HOME: \_\_\_\_\_

WORK EMAIL: \_\_\_\_\_

WILL YOU BE AT WORK THE DAY OF THE EVENT \_\_\_ YES \_\_\_ NO

CAN YOU VOLUNTEER TO HELP \_\_\_ YES \_\_\_ NO, WHAT HOURS \_\_\_ TO \_\_\_

EMERGENCY CONTACT PERSON: \_\_\_\_\_ NUMBER: \_\_\_\_\_

TOTAL NUMBER OF ADULTS ATTENDING: \_\_\_\_\_

TOTAL NUMBER OF CHILDREN ATTENDING: \_\_\_\_\_

1. \_\_\_\_\_  
FIRST NAME                      LAST NAME                      /                      AGE

SEX: \_\_\_\_\_ DOB: \_\_\_\_\_ HEIGHT: \_\_\_\_\_ WEIGHT: \_\_\_\_\_ T-SHIRT SIZE \_\_\_\_\_

2. \_\_\_\_\_  
FIRST NAME                      LAST NAME                      /                      AGE

SEX: \_\_\_\_\_ DOB: \_\_\_\_\_ HEIGHT: \_\_\_\_\_ WEIGHT: \_\_\_\_\_ T-SHIRT SIZE \_\_\_\_\_

3. \_\_\_\_\_  
FIRST NAME                      LAST NAME                      /                      AGE

SEX: \_\_\_\_\_ DOB: \_\_\_\_\_ HEIGHT: \_\_\_\_\_ WEIGHT: \_\_\_\_\_ T-SHIRT SIZE \_\_\_\_\_

I GIVE PERMISSION FOR THE CHILDREN LISTED ABOVE TO PARTICIPATE IN THE "SFPD TAKE YOUR CHILD TO WORK DAY" EVENTS AND ACTIVITIES SPONSORED BY THE SFPD.

PARENT OR GUARDIAN SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_