# SAND CREEK COMMUNITY SCHOOLS

# **ALERT NOW**

Keeping you informed is a top priority at Sand Creek Community Schools. That's why we have adopted the ALERTNOW Notification Service which will allow us to send a telephone or e-mail message to you providing important information about school events or emergencies. We anticipate using ALERTNOW to notify you of school delays or cancellations due to inclement weather, as well as remind you about various events, including report card distribution, open house, field trips, and more. In the event of an emergency at school, you can have peace of mind knowing that you will be informed immediately by phone.

### What you need to know about receiving calls sent through ALERTNOW

- Caller ID will display the school's main number when general announcement is delivered.
- ALERTNOW will leave a message on any answering machine or voicemail.
- If the ALERTNOW message stops playing, press 1 and the message will replay from the beginning.

# How do you determine what numbers are going to be called?

- The system is set-up to contact guardians based on the information you submitted on your child's registration form.
- We will contact each guardian's home phone, mobile phone and e-mail address.

#### How do I update my information?

- When your home phone, mobile phone, and e-mail address changes please contact the elementary or high school office with your current information.
- To remove a number from the ALERTNOW, but you would like it to remain on your child's record we can do that. Contact the elementary or high school office to make these changes. A phone number can be removed from Alert Now but still remain on your child's record.

We are very excited to incorporate ALERTNOW as a tool to improve parent communication. We look forward to having the ability to deliver real time information to you and provide awareness of all the great events that take place within the school.

## For questions regarding the AlertNow contact:

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