

September 19, 2008

Dear Parents,

Keeping you informed is a top priority at Buckley Community School. 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.
- Caller ID will display 411 if the message is a dire emergency.
- ALERTNOW will leave a message on any answering machine or voicemail.
- If the ALERTNOW message stops playing, press any key 1-9 and the message will replay from the beginning.

The successful delivery of information is dependent upon accurate contact information for each student, so please make certain that we have your most current phone numbers. If this information changes during the year, please let us know immediately.

Please return the form below to Mrs. Kellogg by Monday, September 15th. Note that the primary phone number will be called for standard and emergency calls; the emergency numbers will only be used in an emergency, and all will be dialed simultaneously. Thank you for your cooperation and if you have any questions, please don't hesitate to contact us.

We are very excited to incorporate ALERTNOW as a tool to improve parent communication and 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.

Sincerely,
Todd Kulawiak, Principal

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Name _____ Grade _____

Primary phone number	()
Emergency phone 1	()
Emergency phone 2	()
Emergency phone 3	()
Emergency phone 4	()