

Dear Parents,

Our school will begin using a parent notification system through OptionC. The system will allow us to send you messages via voicemail, email, and text messages. We will be able to notify you of school closings, delayed starts and other types of emergencies automatically. We are working on updating all of the family contact information in our database prior to the first time sending a message.

We need your help to ensure that you are notified when there is a true emergency. We need to know your preferred method of contact. **Please fill in the boxes that you APPROVE to receive messages.** We realize that some cell phone plans charge per text message received and we do not want you to incur those charges if you have that type of plan. Please include additional notes when involving divorced parents, blended families, and legal guardians in the separate notes box.

**Family Name** \_\_\_\_\_

	<b>Voicemail</b>	<b>Text</b>	<b>Email</b>
Family Phone			
Family Email			

**Mother Name** \_\_\_\_\_

	<b>Voicemail</b>	<b>Text</b>	<b>Email</b>
Home Phone			
Cell Phone			
Work Phone			
Personal Email			
Work Email			

**Father Name** \_\_\_\_\_

	<b>Voicemail</b>	<b>Text</b>	<b>Email</b>
Home Phone			
Cell Phone			
Work Phone			
Personal Email			
Work Email			
<b>Additional Notes:</b>			