

School Messenger

School Messenger is an automated calling system the district uses to call families. It is set to call the primary phone number listed in the student information system.

School Messenger will be used to contact parents (primary reasons are listed):

- to cancel school
- to announce early release
- to inform regarding low lunch balances
- to inform parents when a child is absent and they have not called in to report the absence
- to remind parents of important school related events.

Primary Phone Number is used for the following:

- The school calls this number when a child is ill and needs to be picked up from school.
- Teachers call this number to contact parents.
- The attendance secretary calls this number when a child is absent and the parents have not called in.
- The food service will call this number to let parents know of low lunch balances.

Only one primary number is listed for each student. The primary number should belong to a parent or guardian of the student. Work numbers should not be the primary number listed for any student. Schools are aware of alternate numbers and will use them to call parents when they cannot be reached at the primary number.