**RECEIVING TEXT MESSAGES FOR EMERGENCIES**

Our Lady of the Assumption School is pleased to announce that we can now send announcements via SMS text messaging to your mobile phone. **These text messages would be used only for emergencies (ie bus delays and cancellations, school closures).** Regular notifications would continue to be sent by email.

If you would like to receive emergency text messages, please do the following:

1. Ensure that your cell numbers are listed on the back of the attached Demographic Confirmation form. If you do not have a phone landline, please ensure that your cell number is listed under **BOTH** home and cell phone areas. *(Please note that at the beginning of the school year it does take a couple of weeks for changes on the Demographic Confirmation form to be entered into the student information computer system.)*

2. From your cell phone, text the word **JOIN** to the number 56360. **If you do not register you will not receive text messages. Additionally, if your cell number changes, you will need to join to receive texts to the new number.**

3. If our messaging system finds a match for your cell number on our student information system, you will receive a confirmation message thanking you for joining school alerts. Create a contact on your phone with the name of the school and the phone number 56360. Then when you receive a text message from this number, you will know who is sending it.

4. If the subscribing number is not listed on the student information computer system, SchoolConnects sends a message that the request has not been processed, and the user must contact the school to have the telephone number added to the student information system. The user does not need to subscribe again. **However, if you have not provided your cell number to the school, your number will not be added to the student information computer, and you will not receive text messages.**

5. If you wish to stop receiving text messages, then you must text **Stop** to 56360.

6. At the end of every month, SchoolConnects sends out a reminder message to each subscriber, telling them how to cancel their subscription. If the user does nothing, they continue to receive text messages when sent by the school or district. If the person leaves the school district, their mobile phone number will be removed from the system, and they will no longer receive text messages, even if they have not unsubscribed.

**IMPORTANT:** Once you register, if you change your cell number, you will need to re-register with the new number in order to continue receiving text messages.

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*Text messages are the only way we are able to provide you with timely notifications about late buses. Quite often, by the time we find out that your bus is running late, it is too late for you to receive your email, and we are not able to call parents individually.*