

Dear Parents,

Keeping you informed is a top priority at the Mt. Carmel Area School District. 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 the number "1" and the message will replay from the beginning.*

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.

Regards,  
Bernard Stellar

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Please fill out (print) the bottom portion and return to the Superintendent's office.  
Student Names:

\_\_\_\_\_

\_\_\_\_\_

Home Address: \_\_\_\_\_

Primary parent contact (list only one) \_\_\_\_\_

List phone numbers in priority order for calling purposes:

Primary notification number : \_\_\_\_\_

Secondary notification number: \_\_\_\_\_

\*Should your phone numbers change, it is your responsibility to call the principal's office immediately to ensure the system is effective.