



# SEATTLE ACADEMY

To: Seattle Academy Families  
From: Sheila Hanrahan  
Communications Director  
shanrahan@seattleacademy.org or 206-676-6858  
RE: Text Messaging Service

Dear Seattle Academy Families,

As part of our ongoing goal on improved communications, we have contracted with a full-service text messaging notification service to provide emergency text messaging capabilities to parent, student, and faculty/staff cell phones. We will use this service to notify the Seattle Academy community of any situation that we feel requires immediate communication. These situations will primarily include school closures due to weather and other emergency scenarios. Although this system can be used to send out other types of communication, at this time our policy is to use this for emergency notifications only.

In order to provide this service, we need your signed permission. ***Please complete the enclosed form, sign and return it to any of the front desks on campus.***

We will continue to post our emergency messages on the Public Schools Emergency Communication Systems (PSECS) at [www.schoolreport.org](http://www.schoolreport.org), which feeds to local radio and television stations, as well as to our own website and telephone system. However, this text messaging system allows for an immediate, direct communication between the school and participants. We strongly encourage all families to participate.

Those families who have already signed up for the service DO NOT need to fill out the attached form unless they are updating their contact information. If you are unsure of whether or not you are signed up for the service, or if you have any other questions, please contact me.



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## Emergency Text Messaging Notification Program

I would like to participate in the Emergency Text Messaging Notification Program. I have included my cell phone information below. I understand that I should notify the school if any of this information should change so that I will continue to receive emergency notifications. (Please be sure to include area code. If you have additional cell phone numbers you would like to receive notifications, please list the numbers and carriers on the back of this form.)

Parent Name (print): \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Parent Name (print): \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Parent Name: _____
Parent Cell Phone Number: _____
Parent Cell Phone Carrier: _____

Parent Name: _____
Parent Cell Phone Number: _____
Parent Cell Phone Carrier: _____

Student Name: _____
Student Cell Phone Number: _____
Student Cell Phone Carrier: _____

Date: \_\_\_\_\_