

Dear Families,

Keeping you informed is a top priority at Saint Philip Neri. That's why we have adopted the Blackboard Connect 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 Blackboard Connect to notify you of PREP cancellations due to inclement weather, as well as remind you about various events, including retreats, parent meetings, and Church dismissals. 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 Blackboard Connect

- Caller ID will display PREP's main number when a general announcement is delivered.
- Caller ID will display 411 if the message is a dire emergency.
- Blackboard Connect will leave a message on any answering machine or voicemail.
- If the Blackboard Connect message stops playing, press any key 1-9 and the message will replay from the beginning.

The successful delivery of information is dependent upon accurate contact information for each student, so please make certain that we have your most current phone numbers. If this information changes during the year, please let us know immediately.

Please return the form below with your registration forms. Note that the primary phone number will be called for standard and emergency calls; the emergency numbers will only be used in an emergency, and all will be dialed simultaneously. Thank you for your cooperation and if you have any questions, please don't hesitate to contact me.

We are happy to incorporate Blackboard Connect 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.

Peace,

Ms. Paul

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Name _____ Grade _____

Primary phone number	()
Emergency phone 1	()
Emergency phone 2	()
Emergency phone 3	()
Emergency phone 4	()

Primary Email Address	
Emergency Email 1	
Emergency Email 2	
Emergency Email 3	
Emergency Email 4	