

## School Communications Contact Information

STUDENT OR FAMILY NAME: \_\_\_\_\_

St. Patrick SUCCEED Academy utilizes a rapid notification service for **routine phone announcements** to our parents AND **emergency notifications** to ALL of our contact numbers within minutes of an emergency or incident occurring at the school.

In order for the message to be delivered successfully and in a timely manner **please provide your updated emergency contact numbers including the area codes**. In the event of an emergency at the school up to four numbers per family will be dialed by the system within minutes, with a recorded message detailing information and directions in order for you respond to the emergency. **It is extremely important that you keep the office informed of any changes to your emergency contact numbers.**

Please list up to FOUR numbers you would like called in the case of an emergency. Be sure to designate ONE of those numbers for non-emergency calls. If you do not wish to receive routine announcements at work or on your cell phone, please designate your home number for non-emergency calls. The system can only accept direct dial numbers, no extensions.

Contact Number	Description	Phone Number with area code
Non-Emergency Calls		
Emergency 1		
Emergency 2		
Emergency 3		

**EMAIL NOTIFICATIONS:** Please list at least one email address where you can receive additional communications from the school. Please be sure that this email address does not have a filtering function that would block communications from the school. PLEASE PRINT CLEARLY

EMAIL 1. \_\_\_\_\_

EMAIL 2. \_\_\_\_\_

EMAIL 3. \_\_\_\_\_

EMAIL 4. \_\_\_\_\_

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