

## **IMPORTANT UPDATE – PLEASE READ CAREFULLY**

Dear Parent/Guardian:

As you may know, Rhinebeck Central School District uses the SchoolMessenger callout service to notify you about emergencies, school closings, and early dismissals, as well as to remind you about school activities and important dates. As we look to reduce the paper we send home, we will be using SchoolMessenger increasingly to email forms and pertinent school and district information.

SchoolMessenger has been upgraded and it will now be even easier for parents and guardians to set their notification preferences and to add additional contact information to the system.

### **Two significant changes require your attention:**

#### **1. Each parent/guardian now has his/her own account. So what does that mean?**

- Each parent/guardian now has a SchoolMessenger account, so each parent will receive messages on the primary phone and email we have listed for you.
- Non-custodial parents will now receive phone notifications (if we have your number), unless you opt out using the new SchoolMessenger App.
- All parents/guardians who want to receive a closing/delay call must opt in using the App. Please sign up for the SchoolMessenger App immediately so that you get the information you want, the way you want it!

#### **2. Any preferences you previously added to SchoolMessenger have been deleted.**

- If you have previously added phone numbers, texting, or any notification preferences (through the old Contact Manager system), these preferences cannot transfer to the new system.
- You must sign up for the App to set up your preferences. This includes opting in to the closing/delay call and setting up text messaging (if desired).
- The District has automatically added one primary phone number and one email per parent/guardian to SchoolMessenger to receive notification. If you want to receive message at any other phone number or email address, you must add this contact information through the App.

### **The SchoolMessenger App: How it works:**

The SchoolMessenger App provides access to all the messages and information sent by the Rhinebeck Central School District. Accessible from any internet-enabled device, the SchoolMessenger App visually displays and organizes alerts, notifications, and attachments for easy review and reference. The SchoolMessenger App also allows you to customize how you receive communications from the school and district. If you download the app on your mobile phone, you will be able to receive push notifications.

### **How do I sign up for the SchoolMessenger App?**

Please follow the directions linked below. When signing up for the App, use the email address where you received this message.

<https://go.schoolmessenger.com/#/home>

SchoolMessenger is the system that notifies parents of important school and district announcements, including closings, delays, and other emergencies. For help with SchoolMessenger, email [smc@rhinebeckcsd.org](mailto:smc@rhinebeckcsd.org).