

Contact Information

Dear Parent:

We are excited once again to use our "School Cast" system for the new school year! The program has worked well in helping us get important information out to our school family in a timely manner. We use it to note changes in the school schedule as well as to announce snow days. This year we will continue to use this system as much as we can to relay important information to you.

All we will need from you is the information below so that we can insert it into our system. Once we have the program running, you will be able to log in through the internet to change and prioritize your information. You will need to indicate your primary mode of contact (email, phone, text message). You will then be contacted through your primary contact on normal broadcasts. Emergency messages will be sent to all contact points (all email addresses, voice messages to all phones, and text messages).

Please fill out the form below (one form per family) and return it as soon as possible. Please put a star beside your preferred method of contact. As always, we will keep your information confidential. PLEASE PRINT LEGIBLY and double check all numbers to prevent confusion.

Child's Name(s) _____ Grade _____
_____ Grade _____
_____ Grade _____
_____ Grade _____

Parent name _____

Email (for communication) _____

Email (for Statements) _____

Home Phones () _____ () _____

Work Phone (Father) () _____ Cell Phone (Father) () _____

Work Phone (Mother) () _____ Cell Phone (Mother) () _____

Other Emergency Contacts (Name and Phone Number) _____

