

ALERTNOW Student Information Sheet/Kickapoo Communicator

1. Caller ID will display the school’s main number when general announcement is delivered.
2. Caller ID will display **411** if the message is an **emergency**.
3. Be sure to say “Hello” when you answer the phone. The technology must hear a voice to deliver. ALERTNOW will leave a message on any answering machine or voicemail.
4. When inclement weather occurs overnight, calls with information about school cancellation will occur between 6:00-6:30 a.m. The Primary and Secondary Contact phone numbers will be called. Major media outlets will also be notified as has been the district’s practice.
5. When inclement weather occurs *during the school* day and school must be released early, all numbers below will be called.
6. **Students who divide their time between two different residences** (ex. divorced parents)—Please list one residence as Primary and the other as Secondary so both sets of parents receive general announcement information.

****Please PRINT information****
Return to Kickapoo High School by _____.

Student Last Name:	Student First Name:	Home Language (if other than English):	Grade:
	Name	Relationship	Number
Primary Phone Number <i>This number will receive both emergency and general announcement information</i>			(__) ___ - ____ *Needs translation to Home Language <input type="checkbox"/>
Secondary Phone Number <i>This number will receive both emergency and general announcement information</i>			(__) ___ - ____ *Needs translation to Home Language <input type="checkbox"/>
Emergency Phone 1			(__) ___ - ____
Emergency Phone 2			(__) ___ - ____
Emergency Phone 3			(__) ___ - ____

****Kickapoo Communicator Email Notification****

Parent’s Email Address: _____

Parent’s Email Address: _____