

# SCHOOL-TO-PARENT COMMUNICATION PLAN

In this ever-changing environment, we sometimes have to act quickly. Whether we are faced with an emergency, temporary shut-down, or something more long-term, we need to be able to communicate with all of our parents/guardians as quickly as possible. In such a situation, we know that you, as a parent, need to make plans for your family and, the quicker you have information, the better you'll be able to do that.

After considering various ways of communicating with our students' families, the administrative team for the Northern Rivers schools has decided to use the Remind app. This app allows us to send a message to all families at the same time, while keeping each person's information private. If you would like, you can download this app onto your smart phone or access the website at remind.com, but it isn't necessary for you to do so in order for us to contact you.

We are using the contact information we currently have on file for you so you won't miss any communications right from the beginning of the school year. If your number changes, please be sure to let your child's clinician know so we can update our contact list. Also, if you would prefer to receive messages by email, please provide your email address to your clinician, and we will make note of your preference and add your email to our list.

In the event of a temporary or long-term shutdown, we will continue to educate your child through remote learning. To better plan for this, it's very helpful for us to know what electronic devices are available, and we would appreciate your completing the form below and returning it to us with your student.

Thank you for your help.

My child, \_\_\_\_\_, has access to the following electronic devices:

Parent's smartphone, number _____	Student's smartphone, number _____
Wi-fi enabled tablet	Personal computer
Personal laptop/Chromebook	District-provided laptop/Chromebook

Please add the following authorized names and phone number(s) to the notification app:

_____ Name of authorized contact	_____ Phone number
_____ Name of authorized contact	_____ Phone number
_____ Name of authorized contact	_____ Phone number

Please add the following authorized names and email address(es) to the notification app:

_____ Name of authorized contact	_____ Email address
_____ Name of authorized contact	_____ Email address
_____ Name of authorized contact	_____ Email address

Do you have any concerns regarding your child accessing their classwork electronically? Please use the back of this form to let us know what your concerns are.