**Crisis Communication**

Dear Parents and Guardians,

The Linden School’s Crisis Communication for the 2017-2018 school year will now include the option of reaching you via text messaging.

Here is how the system will work:

1. Linden administrators will add your cell phone to our text-messaging database.
2. You will receive a welcome text indicating that you are part of Linden’s Text Messaging Group.
3. In a crisis situation, Linden administrators will send you text alert.

For the system to be as effective as possible, it is important that you provide us with a cell phone number through which you are accessible should a crisis occur.

Your consent is important. Please complete the attached form and return it to the Front Desk as soon as possible. If you are not generally accessible through a cell phone during the school day, please provide alternate contact information on the attached form.

Thank you in advance,



Janice Gladstone

Principal

**Crisis Communication: Text Messaging Consent Form**

*The Linden School’s Crisis Communication for the 2017-2018 school year will now include the option of reaching you via text messaging. For the system to be as effective as possible, it is important that you provide us with a cell phone number through which you are accessible and contactable should a crisis occur. Your consent is important. Please complete the form below and return it to the Front Desk as soon as possible. If you are not generally accessible through a cell phone during the school day, please provide alternate contact information below.*

|  |  |
| --- | --- |
| **Student Name:** | **Student Grade:** |
| **OPTION ONE - CELL PHONE TEXT MESSAGING**  In an emergency situation please text us using the following cell phone number/s. I understand this may incur text-messaging charges by my service provider. I also understand that there may be a delay in receiving the text alert if my service provider experiences any technical difficulties during the crisis. | |
| **Parent/Guardian A Name:**  Cell Phone Number/s:  Cell Phone Provider/s (e.g. Rogers): | **Parent/Guardian B Name:**  Cell Phone Number/s:  Cell Phone Provider/s (e.g. Rogers): |
| **Parent/Guardian C Name:**  Cell Phone Number/s:  Cell Phone Provider/s (e.g. Rogers): | **Parent/Guardian D Name:**  Cell Phone Number/s:  Cell Phone Provider/s (e.g. Rogers): |
| **OPTION TWO – LANDLINE PHONE OR EMAIL**  We are not accessible via cell phone during the day. In an emergency situation please contact us via the following: | |
| **Parent/Guardian A Name:**  [ ] Home Phone [ ] Business Phone [ ] Email | **Parent/Guardian B Name:**  [ ] Home Phone [ ] Business Phone [ ] Email |
| **Parent/Guardian C Name:**  [ ] Home Phone [ ] Business Phone [ ] Email | **Parent/Guardian D Name:**  [ ] Home Phone [ ] Business Phone [ ] Email |

Signature of Parent / Guardian Date