

PHONE NOTIFICATION PROCESS

Our district uses a telephone notification system which allows us to quickly and effectively communicate important school and district news to parents and staff members through telephone messages.

School closing announcements, emergency information, and important school reminders are just a few examples of how the system may be utilized.

So that you can benefit the most from this service, please review the information below.

- One account exists per family with children in the district. There is ONE PRIMARY PHONE NUMBER which represents your household. This one number is listed in our system as the *Primary Parent* and is the number which currently receives the district's informational messages.
- Parents/Guardians may enter up to three additional numbers to receive EMERGENCY ONLY notification calls. These numbers will NOT receive informational calls from the district (ex: calls placed at 5:30am to announce school closing).
- Numbers YOU add to the system WILL receive EMERGENCY phone calls placed by the district (ex: early dismissal from school).
- It is important and expected that parents communicate and relay information to each other since ONE NUMBER PER HOUSEHOLD is set to receive informational calls.

Instructions to Manage your Account:

1. You will need to have a PIN (personal identification number) to access your account.
 - a. If you need to create a PIN (personal identification number), call 1-800-846-4976. You must make this call from your home or PRIMARY cell phone number.
 - b. You will hear a welcome message, followed by prompts.
 - c. Select the prompt to create a PIN (4 numbers)
2. Visit <http://omeresa.prek12notification.com/>
3. Use your 10-digit home (primary) phone number for your ID and the 4-digit PIN to access the system.

If you have questions or experience problems, please call Mrs. Ramsey at 330-859-2213.