

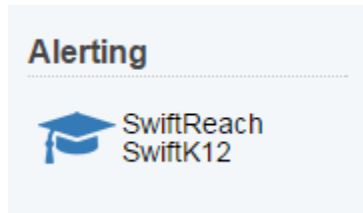


Dear Parent(s) and Guardian(s),

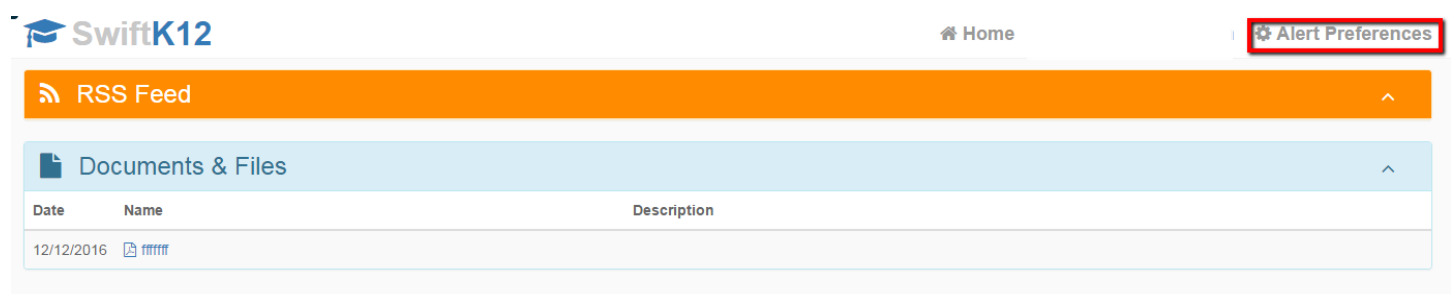
St. Francis DeSales High School is happy to announce that we have recently implemented a new school notification system called SwiftK12. This notification system is filled with features that will make it easier for us to announce time sensitive news, including school closures, bus route changes, etc. To guarantee the notification system is used efficiently, we will need to confirm your contact information is accurate and up-to-date at all times in the PowerSchool Parent Portal.

SwiftK12 allows our school to send messages using phone, email and SMS text messaging. Phone calls will be sent with 614-267-7808 as the caller ID number. You may want to add this phone number to your address book to help you recognize incoming calls from the school easily. Text messages will be sent from "St. Francis DeSales High School." Please note you will not be able to reply to text messages sent from the school.

SwiftK12 is integrated with the existing PowerSchool Parent Portal - <https://desales.powerschool.com/public>. Please log-on to the Parent Portal to find the new link called SwiftReach SwiftK12 on the left navigation pane under Alerting.



You will be able to see all the contact information our school has listed for you by clicking on the **Alert Preferences** button in the top navigation. This will direct you to a Contact Information area where you can simply confirm all the information present or you can also add new contact information or make changes to current contact information. If you wish to enable SMS messaging you will select the appropriate phone number and then choose - 'edit' and then 'enable SMS messages'. With SMS messaging selected you will receive text messages for any alert - by default this option is not selected. Feel free to add communication preferences here also by clicking the "+" button. This will allow you to insert a new set of information.



Note: Setting up your parent preferences is your responsibility. You will receive messages to every contact field shown in Alert Preferences until updated in the parent portal. Tolls and charges associated

with receipt of messages from the school are your responsibility and not the responsibility of the school. Please be sure to set your unique preferences if there are any numbers or addresses to which you do not like to be contacted. *All phone numbers and email addresses must be in a valid format to save properly.*

Emergency messages are always sent with all three message types (email, text, and voice calls) and to every contact field shown even if you have opted out. We cannot change this. Emergency messages will be labeled as such so you will know it is an actual emergency.

If you do not have access to log into the Parent Portal, you may contact the Enrollment Office directly to request changes.

We hope you will appreciate this new SwiftK12 school notification system.

Peace and God's Blessings,
Daniel Garrick
Principal

St. Francis DeSales High School
office@desales.co
614-267-7808