IMMACULATA
HIGH SCHOOL
FAITH + SCHOLARSHIP + SERVICE + FRIENDSHIP

Immaculata High School utilizes a service called SchoolMessenger to send broadcast messages to our parents. These messages can come in the form of phone calls, text messages, and/or emails. It is important for parents and guardians to know about how to login and manage their preferences for SchoolMessenger:

Sign In for the First Time:

Unless you come from another school/district that already uses SchoolMessenger (such as the Bridgewater-Raritan Public School District), new Immaculata parents must first sign-up for SchoolMessenger before they are able to login. To do this, please visit the website: http://go.schoolmessenger.com. Then, click the "Sign Up" button in the upper right corner. You will be prompted to enter your email address. This email address **MUST match** what Immaculata has on file in PowerSchool. After doing this, you will be prompted to create a password. After this, you will automatically receive an email to verify your account. Once your account is verified, you will be able to login.

If you already have an account in SchoolMessenger, then Immaculata's SchoolMessenger broadcasts should automatically be attached to your current SchoolMessenger account, provided that the email address on the account matches what Immaculata has on file in PowerSchool.

If you are unsure what email address is on file in PowerSchool, please contact the Immaculata Technology Department via email at service@immaculatahighschool.org.

Log In:

There are three ways to login:

- **THE WEBSITE:** Navigate to http://go.schoolmessenger.com using the web browser of your choice.
- **THE APP:** The SchoolMessenger app is available for Apple and Android devices. Look for the icon pictured on the right. You can also get push notifications from the app anytime a broadcast is sent!
- **POWERSCHOOL SIS:** Once you have created a parent account for PowerSchool SIS (see separate documentation), you will see a link on the bottom of the left menu called "SchoolMessenger."

Once you have logged in, you can customize your communication preferences and view historical broadcasts.

Text Messages:

In order to receive text messages from Immaculata High School, you must first "opt-in" to SchoolMessenger's text messaging system. Also, the cellphone number **MUST match** what Immaculata has on file in PowerSchool. To "opt-in," please text the letter "y" or the word "yes" to the short number **67587** from the desired cell phone. You can also scan the QR code found later in this document.

Updating Your Contact Information:

While you are able to update your communication preferences (see guide later in this document for recommended preference set-up), the actual phone numbers and email addresses that appear in SchoolMessenger are maintained through a data sync with PowerSchool. In order to update your contact phone numbers and email addresses, you **MUST** contact the technology department by sending an email to service@immaculatahighschool.org, or use the "Update Contact Information" form on the IHS website.

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Check your SchoolMessenger Preferences!

SchoolMessenger is used for a wide variety of school broadcast messages, from Emergency messages such as school closings, to reminders about after-school activities and fundraisers. It replaced our Honeywell Alert system in 2018. By managing your preferences in SchoolMessenger, you can customize your settings so that you can receive an e-mail, phone call, and/or text message for each type of alert based on the needs of you and your family. Consider the examples and recommendations listed below when customizing your settings.

Emergency

EX: Attendance Discrepancies, Snow Days, Emergency Bus Cancellation
RECOMMENDED: Phone Call to ALL important phone numbers
And Text Message to ALL important cell phone numbers
And Email

High Priority

EX: Important Bus Information, Mountain Avenue Construction
RECOMMENDED: Phone Call to most frequently checked phone numbers
And Text Message to most frequently checked cell phone numbers
And Email

General

EX: Fundraiser Reminders, Grandparent's Mass, SAT Review Class Advertisement
RECOMMENDED: Phone Call OR Text Message to most frequently checked phone numbers
And Email

Email Only

EX: Important Multipage Letters, Back to School Night, Garage Sale
RECOMMENDED: Email only, although you can opt to receive a phone message or a text
message to notify you to check your email.

"I DID NOT RECEIVE THE EMAIL!"

You will only receive email messages from Immaculata if you have an up-to-date email address on file in PowerSchool. If you are unsure that your email is up-to-date in PowerSchool, please send an email to service@immaculatahighschool.org.

Parents and Guardians

You can take advantage of our Text Messaging Service

Our school utilizes the SchoolMessenger system to deliver text messages, straight to your mobile phone with important information about events, school closings, safety alerts and more.*

You can participate in this free service* just by sending a text message of "**Y**" or "**Yes**" to our school's short code number, **67587**.

You can also opt out of these messages at any time by simply replying to one of our messages with "**Stop**".

SchoolMessenger is compliant with the Student Privacy Pledge™, so you can rest assured that your information is safe and will never be given or sold to anyone.

Opt-In from your mobile phone now!

Just send "Y" or "Yes" to 67587

ⓘ *Information on SMS text messaging and Short Codes:*

SMS stands for Short Message Service and is commonly referred to as a "text message". Most cell phones support this type of text messaging. Our notification provider, SchoolMessenger, uses a true SMS protocol developed by the telecommunications industry specifically for mass text messaging, referred to as "short code" texting. This method is fast, secure and highly reliable because it is strictly regulated by the wireless carriers and only allows access to approved providers. If you've ever sent a text vote for a TV show to a number like 46999, you have used short code texting.

*Terms and Conditions – Message frequency varies. Standard message and data rates may apply. Reply HELP for help. Text STOP to cancel. Mobile carriers are not liable for delayed or undelivered messages. See schoolmessenger.com/txt for more info.

west®

Padres y Tutores

Ustedes pueden aprovechar nuestro Servicio de Mensajes de Texto

Nuestra escuela utiliza el sistema de SchoolMessenger para entregar mensajes de texto, directamente a su teléfono móvil con información importante sobre eventos, cierres de escuelas, alertas de seguridad y mucho más.

Usted puede participar en este servicio gratis* con sólo enviar un mensaje de texto de "**Y**" o "**Yes**" al número de código corto de nuestra escuela, **67587**.

También puede optar por no recibir estos mensajes en cualquier momento simplemente respondiendo a uno de nuestros mensajes con "**Stop**".

SchoolMessenger es compatible con el **Student Privacy Pledge**™ (Compromiso Con La Privacidad de Los Estudiantes). Puede estar seguro que su información es segura y nunca será entregada o vendida a nadie.

Opte por recibir mensajes de texto en su teléfono móvil ahora!

Sólo tiene que enviar "Y" o "Yes" a 67587

ⓘ *Información sobre los mensajes de texto SMS y códigos cortos:*
SMS significa "servicio de mensajes cortos" y comúnmente se conoce como un "mensaje de texto". La mayoría de los teléfonos celulares son compatibles con este tipo de mensajes de texto. Nuestro proveedor de notificación, SchoolMessenger, utiliza un cierto protocol SMS desarrollado por la industria de las telecomunicaciones específicamente para enviar mensajes de texto en masa, referido como mensajes de texto "código corto." Este método es rápido, seguro y muy confiable, y está estrictamente regulado por los proveedores de servicios inalámbricos y sólo permite el acceso a los proveedores aprobados. Si alguna vez ha enviado un voto de texto para un programa de televisión a un número como 46999, usted ha usado los mensajes de texto de código corto.

* Términos y Condiciones -las frecuencias de los mensajes pueden varíar. mensajes y datos estándar pueden aplicar. Responda HELP para obtener ayuda. Texto STOP para cancelar. Los operadores móviles no son responsables por los mensajes retrasados o los que no se entregan.. Mire schoolmessenger.com/txt para mas información.