

Blackboard Connect School-to-Home Information Service

Dear Parents and Guardians,

As you know, Hanover Public Schools has been using the *Blackboard Connect* (formerly *Connect-ED*[®]) service as our school-to-parent communication system that allows us to send periodic and personalized messages by telephone and email. The *Blackboard Connect* service helps us provide a safer learning environment and enhanced emergency preparedness. The system also improves parental involvement through messages sent to families regarding school programs, testing schedules, major events and other initiatives underway in the Hanover Public Schools.

Please, help us by ensuring that we have your most current contact information at all times. Indicate below which numbers you want included in our system. Be aware that the *Blackboard Connect* service cannot dial an extension, so be sure that the numbers you include are direct lines.

This year, we are adding a new feature to BC and that is the ability to send attachments through email. In order to create a more "green conscious" HPS

Important Call Delivery Notes:

1. When a call comes from the school, your caller ID will display the school's or district's phone number. Please say, "Hello" and wait for the message to begin. A few seconds may elapse before the message begins.
2. When listening to a message, be aware that background noise will cause the system to "stop and start." It is calibrated very delicately to determine whether a person or an answering machine has picked up the phone, and background noise may affect the delivery. If possible, move to a quiet area, or press the "mute" button on your phone.
3. If you missed any part of the message, stay on the line and press "*" (star) to hear the message again.

Please, have your child return this completed form as soon as possible; if you have questions, call your child's school. Also, be assured that all personal information will be maintained in the strictest confidence.

Thank you,
Michael Purdy
Director of Technology

Blackboard Connect Information

Directions:

1. Fill in all available numbers and email addresses.
2. If there are parents/guardians living in separate locations, check one additional (alternate) number that will receive all calls.

Student Name: _____
Student School: _____
Parent/Guardian: _____
Home Phone: _____
Work Phone: _____
Mobile: _____
Alternate Home: _____
Alternate Work: _____
Alternate Mobile: _____
Email 1: _____
Email 2: _____
TTY: _____