



Dear RBS Families - In the event that Rock Brook needs to notify your family about an unplanned school closing or delay we will use the parentReach Emergency Notification Call System.

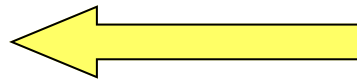
Rock Brook will also post on the Rock Brook Website of a schedule change as well.



Rock Brook School parentReach Emergency Notification System School Year 2016-2017

Rock Brook School is subscribed to parentReach, the Emergency Notification Service created for schools. This service will enable us to immediately contact each of you in the event of:

- ***Calls the one main emergency number you listed***
School Closings – Weather Related
Snow/Weather Delay
- ***Calls ALL contact numbers you listed for your family (home & cell)***
Unexpected Early Dismissal
Unexpected Emergency



How does parentReach Work?

A staff member will call into parentReach and record an informational message or emergency notification. The broadcast will begin immediately and will contact the name and numbers on our RBS list. If the system detects a busy line, it will call back for up to ten times at three minute intervals. It will deliver the message when it connects to a live person or an answering machine.

Key Tips:

- **parentReach's caller ID number is: Rock Brook School 908-431-9500**
- Answer the telephone like you normally would. parentReach needs to "hear" a response before it delivers the message.

Remember to say "Hello".

Pause after answering.

The system needs one second of silence to activate.

- **If you miss a call or want to Replay the Latest Message call the parentReach Hotline.**

Hotline:1-770-406-5581 Site Identifier: 6896

- **Please note the Hotline number does not call RBS. It is only to replay the latest message made by a RBS staff member.**