

August 2019

Dear PHILLIPS School Parent/Guardian:

PHILLIPS uses SWIFTK12 to send automatic messages to alert families of special events, calendar reminders, emergency situations and weather related closings and/or delays. The alerts will be sent to phone numbers and emails which you have provided to us in the past or new numbers you have listed below. To send alerts, parents and guardians must fill out this form, which gives us permission to add you to the SWIFTK12 Alerts.

Alerts come in 3 forms: Email, Text, and/or Phone calls. The system will only allow us to add one email, one cell number to receive text, and one home number to call. Once you complete this form it is kept on file. At any time you can opt out of the alerts by contacting our office staff. If you need to change alert numbers or email please request a new form from our office or locate the form on our school website [www.phillipsprograms.org](http://www.phillipsprograms.org), click on Education Programs, and then select your child's campus.

Alerts never go out before 5:00 am or after 10:00 pm. If you have any questions please feel free to call PHILLIPS School. Weather related closings or delays are always posted on our Facebook, website

Please return the completed form to your child's teacher as soon as possible if you would like to receive alerts.

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I, \_\_\_\_\_, parent/guardian of \_\_\_\_\_ give permission to PHILLIPS Programs to provide emails, text, or phone calls to the below numbers/email by using the SWIFTK12 Alerts program. The contact information I am providing below is the email and phone numbers I would like to use for the SWIFTK12 Alert System.

Phone Call: \_\_\_\_\_ (only one number -can be either land line or cell number)

Text Message: \_\_\_\_\_ (only one number)

Email: \_\_\_\_\_ (only one email)

\_\_\_\_\_  
Parent Guardian Signature

\_\_\_\_\_  
Date