

## St. Aloysius Catholic School Communications

Dear St. Aloysius Family,

Please register your family for Reach Alert, our phone / text / email communication system for the current school year (only if you have not signed up yet. If you were connected last year, you still are). Any message that is sent out comes from me, Tina Voors, and is intended to inform up to four different contacts of pertinent school happenings: delays, early dismissals, reminders, requests, emergencies, etc.

Please follow the steps below to create your account in the role of parent. The service is paid for through fees and will be used throughout the school year in addition to other means.

1. Visit [www.reachalert.com](http://www.reachalert.com) and go to CREATE AN ACCOUNT on the right side near the bottom .
2. Next, you will be asked to enter your first and last name and enter contact information.
3. PLEASE USE student's given name ( or your name as Staff) when creating your family contacts. Our **school code is A2709220**
4. You can create up to four contacts – parents, grandparents, babysitters, etc. - anyone you want to receive my school-related messages.
5. Please do not use a “reply” to any of these messages – they are informative only.

NOTE: voice messages will show a phone number ID of the school's phone number: 260-622-7151

If you need to contact me directly in an emergency, please use: [tvoors@stalyoder.org](mailto:tvoors@stalyoder.org), my cell at 260-312-2866, or call the school: 622-7151. If you have any trouble creating an account, contact Ken Weber who is our account manager. He is very helpful and kind: (877) 307-9313.

Forming Saints and Scholars in Christ,

Tina Voors  
Principal, St. Aloysius Catholic School