PowerSchool

Alerting

SwiftReach SwiftK12
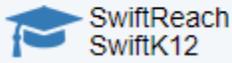
Parents choose which Parent Guardian contact numbers receive which alerts/announcements from their child's school and the district.

To do this…….

Log onto your PowerSchool Parent Portal account. Click on the SwiftReach SwiftK12 icon.

Click on **Contact Information** to view the numbers and email addresses that you have provided in PowerSchool.

YOU WILL NOT BE ABLE TO CHANGE THESE HERE……..
CONTACT YOUR CHILD'S SCHOOL TO HAVE THEM EDIT THESE FIELDS.

Click on **Alert Preferences**. Uncheck those numbers that you wish to NOT receive alerts. Remember to **Save Changes**

Categories

Attendance —the automated calls that are sent out by the schools.

Emergency —sent by the district incase of a school or district wide emergency. You will not be able to changes these preferences.

General Information—most announcements from the schools eg. Hot lunch, field trip, meeting reminders, etc

Weather, School Closures and Bus Cancellations—sent from the District regarding school closures and bus cancellations

If you have any questions regarding this process, please contact your school admin assistant.