



THE BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 58 (NICOLA-SIMILKAMEEN)

ADMINISTRATION OFFICE

Stephen McNiven, B.Ed., M.A., Superintendent of Schools
Kevin Black, C.P.A., C.G.A., Secretary Treasurer

P.O. Box 4100, 1550 Chapman Street, Merritt, B.C., V1K 1B8, Phone: (250) 378-5161, Fax: (250) 378-6263

September 3, 2019

Dear Parents/Guardians,

At **School District No. 58**, ensuring that all our students arrive safely at school each and every day is of utmost importance.

To enhance our existing absence-checking procedure, we are reminding you of our *more efficient* student absence reporting system called **SafeArrival**. This system reduces the time it takes to verify student attendance, make it easier for you to report your child's absence and easier for staff to respond to unexplained student absences.

With **SafeArrival**, you are asked to report your child's absence in advance using any of these 3 convenient methods prior to 9:00 am:

1. Using your mobile device, download and install the **SchoolMessenger app** from the Apple App Store or the Google Play Store (or from the links at go.schoolmessenger.ca). The first time you use the app, select **Sign Up** to create your account. Select **Attendance** then **Report an Absence**.
2. Use the SafeArrival website go.schoolmessenger.ca The first time you use the website, select **Sign Up** to create your account. Select **Attendance** then **Report an Absence**.
3. Call the toll-free number 1-844-434-8117 to report an absence using the automated phone system.

These options are available 24 hours/day, 7 days a week. Future absences can be reported at any time.

Additionally, we will use the **SchoolMessenger Communicate** automated notification system to contact parents whose child is absent when the absence was not reported in advance. The automated notification system will attempt to contact parents at multiple contact points until a reason is submitted for the absence. If our system is unable to reach the designated contacts, office staff will follow up.

If you report your child's absence in advance using the **SafeArrival** toll-free number, website or mobile app, you will NOT receive these notifications.

Starting **Wednesday, September 4, 2019**, please report absences in advance using **SafeArrival** instead of sending notes or calling/emailing the school. Staff will be using the **SafeArrival** notifications to let you know if your student is absent (when you haven't reported the absence in advance).

Thank you.

Sincerely,

Mr. Jameel Aziz
Assistant Superintendent

Success for ALL Learners ~ Today and Tomorrow