



# Dr. J. Edgar Davey Elementary School

PROUD SCHOOL OF HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD

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## Our Attendance Reporting System is Changing

*To ensure a smooth transition, please verify your email*

One of our greatest priorities is ensuring that all our students arrive safely to school every day. To improve our safe arrival process, we are adding a new system that will make it easier for you to report – and respond to – your child’s school absences.

When it arrives **January 15, 2018**, SafeArrival will let you use a mobile app, a website, or an interactive toll-free phone line to report an absence in advance. This will save time when a school needs to verify student attendance, and when notifying families of unexpected or unplanned absences.

This new, automated SafeArrival process is part of the SchoolMessenger notification system from West, a company used by many Canadian school boards. There is also a new SchoolMessenger mobile app for iOS and Android devices. It will be available 24 hours a day, seven days a week, to make it convenient for you to report future absences.

You will soon receive more details on how to sign up for SafeArrival, as we look forward to all families taking part.

To make a smooth transition to SafeArrival at our school, please confirm by email or paper the email address you would like attached to your student’s information by **December 15, 2017**.

### CONFIRM BY EMAIL:

1. Email our school office at [driedavey@hwdsb.on.ca](mailto:driedavey@hwdsb.on.ca)
2. Include the names of students you are the contact for.
3. Include your name as a parent/guardian.

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### CONFIRM BY PAPER – detach and return to school office:

Parent name: \_\_\_\_\_

Parent email: \_\_\_\_\_

Student name(s): \_\_\_\_\_