



May 15, 2018

Dear Parents/Guardians,

Here at Crescent Heights High School, one of our greatest priorities is ensuring that all our students arrive safely at school each and every day.

To enhance our existing absence-check procedure, we are introducing *a new, more efficient* student absence reporting system called **SchoolMessenger SafeArrival**. This new system will reduce the time it takes to verify student attendance, make it easy for you to report your child's absence and easy 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:

1. Call the toll-free number **1-833-219-9070** to report an absence using the automated phone system.
2. Use the **SafeArrival** website, <https://go.schoolmessenger.ca>. The first time you use the website, select the **Sign Up** to create your account. Select **Attendance** and then **Report an Absence**.
3. Using your mobile device, download and install the **SchoolMessenger** app from the Apple App Store or the Google Play Store. The first time you use the app, select Sign Up to create your account. Select **Attendance** and then **Report an Absence**.

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

In addition, we will use the **SchoolMessenger** 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/guardians at the main phone number that was provided to the school until a reason is submitted for the absence. If you have a preferred/updated phone number, please email [sheryl.watson@sd76.ab.ca](mailto:sheryl.watson@sd76.ab.ca).

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 **Monday, May 28<sup>th</sup>, 2018**, please report absences in advance using **SafeArrival** instead of calling/emailing the school.

If you have children attending other schools within Medicine Hat School District No. 76, please continue to report absences for them using that schools existing procedure. **SafeArrival** is only active at CHHS at the current time.

Thank you for your patience and cooperation as we implement this new system.

Dean Brown  
Vice-Principal of CHHS