



ParentSquare



EMERGENCY NOTIFICATION SYSTEM IS NOW HERE FOR SUNOL GLEN SCHOOL

SGUSD wants to make sure our emergency messages reach our staff & parents as quickly as possible--which is why we've partnered with Aeries SIS to bring you ParentSquare. As staff & parents on the receiving end of the District's New Emergency Notification System, **YOU** will determine how (some) District messages reach you by setting it to *your preference*.

In addition to Emergency Notifications, other types of communication and General Announcements may also eventually be shared via ParentSquare. This will allow our staff & parents the **most flexibility** and communication that works for them. (*Teachers will also have the option of using ParentSquare for their class or group communications, if they so choose, but it will **not be required**.*)

Types of Messages for SGUSD in ParentSquare are broken down as follows:

1. Emergency Messages (also known as an Urgent Alert)
 - All Staff & Parents will receive message via email, text **and** voice message.
 - These messages are **only** used in case of emergency.
 - Staff & Parents **may not opt out** of Emergency Messages; these settings are not visible to users--they are determined at the District level only.
 - **Examples:** Critical threat, natural disaster
2. School Alerts (also known as a Smart Alert)
 - Pre-set by the District to "On" for all staff & parents.
 - Notices include urgent (but not emergency) messages.
 - Staff & Parents will receive Urgent Messages via the District's choosing:
 - Ex: Voice Message to all staff & parents for delayed school opening.
 - Ex: Text Message to all parents for Early Dismissal reminder.
 - **Examples:** Road Closures, Power Outages, Early Pick-Up.
3. General Announcement Post
 - **Email:** Staff & Parent will set to "Off", "Instant" or "Digest"
 - **Text:** Staff & Parent will set to "Off", "Instant" or "Digest"
 - **App (iOS/Android):** Staff & Parent will set to "Off", "Instant" or "Digest"
 - **Possible Examples:** School Newsletter, Flyer, General Reminder, etc.

NEXT PAGE: ACTIVATE YOUR PARENTSQUARE ACCOUNT



ParentSquare



STAFF & PARENTS: NEXT STEPS FOR PARENTSQUARE

The composite image shows three parts: on the left, the ParentSquare app icon with a 5-star rating and download icons for the App Store and Google Play; in the center, a smartphone screen displaying the ParentSquare login page with fields for email or cell phone number and a 'Continue' button; on the right, a smartphone screen showing a notification from Lincoln Elementary School about Chromebook distribution.

1. Download the iPhone or Android mobile app. You may scan the QR code below to quickly locate the app for download.
2. Log in with your email or phone **registered** with the school. (Or, click the link in your invitation email sent from the School District.)
3. Tap the '☰' icon in the top Left corner. Tap 'Account' and then 'Preferences'. Tap 'Notification Settings' and Select how you'd like to be Notified. Be sure to update your phone settings too.

Do I have to use the phone App?

NO. You may activate / access your ParentSquare account via www.parentsquare.com/signin or, if you are logged into your Aeries Parent Portal, click on "Communications" listed in the menu. **Note: You DO need the App if you set your preferences to receive General Notifications via the App.**

Do I have to register an account on ParentSquare?

NO. You do not need to have a registered account with ParentSquare to receive emergency notifications from SGUSD, however, you will not be able to access any confidential student-specific documents or forms that the District may share via ParentSquare.

Android:



iOS:



Activate your account & login.



Make sure the school has your correct email AND mobile phone number, even if you are not using the App.



Set your notification preferences for each type of communication.

Questions? Please contact Cindy Grant at cgrant@sunol.k12.ca.us or call