

Dear Parents/Guardians,

Please note that our new **Absence Reporting System** through **SchoolMessenger** is now officially our sole absence reporting system for school attendance. This means parents now have 3 options on how they can report an absence, late, or early departure:

- (1) Use the **SchoolMessenger App** on your smartphone ([CLICK HERE](#) for instructions on how to sign up and get started - *note: the app is by far the easiest way to report absences for your children*)
- (2) Use the **SchoolMessenger Parent Portal** at go.schoolmessenger.ca
- (3) Phone the school and push "1" to report using the SchoolMessenger automated system

Visit www.sd23.bc.ca/SchoolMessenger for parent resources to help you get started with SchoolMessenger, and please contact the school if you have any trouble getting your account set up.

Please use the app/web or the phone system before school starts to report an absence/late for your child. You can also enter partial day absences in SchoolMessenger, but please be sure to come into the school to sign your child out.

Also, please note that the automated SchoolMessenger system will be calling you to confirm if your child is absent if we have not received this notification from you through the app/web/phone. You can then use the touch tone system to let us know that your child will or will not be attending school that day.

Sincerely,

Central Okanagan Public Schools