



Catholic School Region of Staten Island- St Rita School

“A Tradition of Excellence, A Future of Promise”

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IN CASE OF EMERGENCY FORM IMMEDIATE RESPONSE INFORMATION SYSTEM (I.R.I.S.) SCHOOL YEAR 2017 - 2018

St. Rita Catholic Elementary School utilizes the Immediate Response Information System (I.R.I.S.) to notify families of school closings, emergencies, and other important messages.

This automated system requires every family to identify three telephone numbers and one email address which can be used to contact a family no matter what time of day. It is suggested to provide the school with one cell phone number, a work number, and the home phone number, along with your email address. Hopefully, this will facilitate receiving the message no matter time and/or location of the family.

Please list the numbers in the order you would like them called. (Example, you may wish your cell to be tried first, the work number second and the home telephone number last). The system will continue to attempt to get you until the message is successfully transmitted.

Please fill out the following information and return the **entire letter** by Monday, September 11, 2017. If the school does not have your correct contact information, you will not be notified.

PLEASE PRINT ALL INFORMATION CLEARLY

Student(s) Name _____	Class _____
_____	Class _____
_____	Class _____
_____	Class _____

Contact Preferences:

1st Telephone Number: _____

2nd Telephone Number: _____

3rd Telephone Number: _____

Email Address: _____

Parent/Guardian Signature

Due by: Monday, September 11, 2017.