



# Rankin County School District

To: NWRHS Parents and Guardians

From: Richard Morrison , Principal

Re: NotifyMySchool.com

Date: January 5, 2010

The NWRHS faculty, staff and administration is looking forward to the spring 2010 semester. We are always looking for better ways to communicate with our parents. Many of you remember we piloted an on-line notification system last year. We truly appreciate your patience with the trials and errors of that particular system. The Rankin County School District has partnered with a local company that provides the same service we piloted last year. The notification system will allow you to receive text messages or emails about NWRHS school events.

Please follow the instructions listed below to create your account for the notification system:

**Rankin County School District and NotifyMySchool.com** have teamed up to keep you better informed! Now, you can receive text messages and email reminders about important school events! It's easy to sign-up. Just follow the steps below to begin using the service. Thank you!

1. Go to [www.rcsd.ms](http://www.rcsd.ms) and click on the "Parents Sign Up Today NotifyMyParents.com" link.
2. Enter the following code: **NWRHS-Cougars** and click the "Submit" button.
3. Enter a valid email address. You must be able to access this email address now. A code will be sent to you that is required in the next step. (Do not close your browser window after clicking submit.)
4. A code was sent to you via the email address you provided in the previous step. Please enter that code and click the "Submit" button.
5. On this page you can "Edit" the contact information for a Student associated with the email address provided. Or you can add a new student by clicking the "Add New Student" button.
6. After editing or adding a student click the "Submit" button at the bottom of the page to complete the process. You will then have the options to either "Add New Student", "Add Student with Same Contact Info", or "Go back to student list".
  - RCSD WILL NOT charge you for this service; however, you are responsible for any charges from your mobile service provider.
  - Phone calls will be used ONLY for emergencies. It will be a recorded message so this number will need to be answered personally.
  - NotifyMySchool.com will not sell, share, or rent any of your contact information with any third party. It will remain confidential.
  - Please refer to the "Privacy Policy" located at [NotifyMySchool.com](http://NotifyMySchool.com) for more information.
  - If you would like to edit your profile (change email, etc.) or opt-out please visit [www.notifymyschool.com](http://www.notifymyschool.com).