



**WILLIAMS UNIFIED SCHOOL DISTRICT #2
CONTACT FORM**

Directions: Please indicate which phone numbers and email addresses you want us to use when contacting you through the **Blackboard Connect**[®] alert and notification service.

1. Please write clearly.
2. Fill in your child's first and last name as well as grade level.
3. Primary Phone: Fill in the telephone number you would like to be contacted for non-emergency messages such as school closures, snow days, school events, etc.
4. Attendance Phone: Fill in the telephone number for attendance calls if you would like to be reached at a number other than the Primary Phone. If blank, the Primary Phone will be used.
5. Additional Phone: Fill in the telephone number if you would like a second number to receive all non-emergency messages including attendance, school closures, snow days, school events, etc.
6. Emergency Phone: Fill in the telephone number to be reached for Emergency Calls. These telephone numbers will not receive calls for attendance, snow days, and school events. An example would be if the school had to be evacuated for a gas leak.
7. Primary & Additional Email: Fill in email addresses if you would like to receive messages via email. Please write clearly!
8. Text Phone: Indicate whether you would like to receive SMS "text" messages and provide a mobile number. *The District is not responsible for charges made to your phone for this service.*

*****NOTE:** You will automatically be notified of any emergency situations.
Emergency messages will go to ALL available numbers.

Student First Name*:		Last Name*:		Grade:	
Student First Name:		Last Name:		Grade:	
Student First Name:		Last Name:		Grade:	
Student First Name:		Last Name:		Grade:	

*****Only one entry per line*****

Primary Phone*:	
Attendance Phone:	
Additional Phone:	
Primary Email:	
Additional Email:	

*****Only if different from Primary and Additional Phone*****

Emergency Phone:	
Emergency Phone:	

I would like to receive text messages at the mobile number listed below. *Only one entry supported. The District is not responsible for charges made to your phone for this service.*

Text Phone:	
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