Sample Communication to Families regarding the SMS Opt-in Process

# Secondary Communication

Dear Parents,

A few weeks ago we sent you information regarding a new SMS messaging service that we are in the process of launching. If you haven’t already done so, please take a moment to complete the simple opt-in process below.

The service is provided by SchoolMessenger Solutions. Information can be found at www.schoolmessenger.com/tm

In order to participate in the new service you must indicate your willingness to receive text messages to your phone. The process is simple and only takes a few seconds to complete.

Simply text any one of the following words to the number 67587: subscribe, optin, yes

You’ll know you were successful if you receive the following reply message:

You are registered to receive aprox 3 msgs/mo. Txt STOP to quit, HELP for help.

You’ll want to repeat the opt-in process for any wireless numbers that you wish to include.

In addition to performing the opt-in process above you’ll want to ensure that the district has your wireless number(s) in our student information database. If you haven’t already provided that information to your school please contact them and provide them with that information.

The district will be officially launching the new service in a few weeks, so until then you won’t receive any further text messages.

Please Note: If we have a cell phone number on file for you, and you do not participate in the opt-in process described above you may receive a one-time opt-in invitation SMS message on the day we launch the campaign. This is to comply with wireless carrier requirements and to protect you against unsolicited text messages.

The message you receive will be similar to the following:

“Springfield Independent School District messages. Reply Y for approx 3 msgs/mo. Txt HELP 4 info. Msg&data rates may apply. See schoolmessenger.com/tm”

So that you can continue to receive important messages from the district, we encourage you to reply with “Y” or “Yes” or “OPTIN” or “SUBSCRIBE” when you receive such a verification message.

To opt out of all text messages from SchoolMessenger, reply with STOP to the opt-in message or visit www.schoolmessenger.com/tm.

Please note, although the district does not charge you for this service, it does not pay for text message charges that may be incurred by you for sending or receiving text messages. Check with your wireless carrier for possible charges.

If you have any questions please feel free to contact your child’s school.