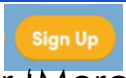
Mercy's REACH Alert System Enrollment

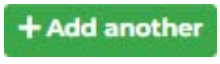
We use the REACH Alert management system for emergent and time sensitive alerts. Each family can have several emails and phone numbers registered. We encourage you to use your student's cell phone as one of the numbers.

Early in the school year, we will send a test alert, which we will announce in the Monday parent email updates. If you do not receive the Monday parent emails, please contact Amber Harris, aharris@mercyjaguars.com.

Directions to enroll your family:

1. Go to www.reachalert.com
2. Click on 

3. Search for 'Mercy Academy' and click 

4. Complete your first and last name and then click the "join groups" field. Be sure to click the appropriate class(es) for your student's graduation year. Select as many groups that apply to your household. Add the 'bus rider' group if your student plans to ride the bus. If you need to remove this group at any point, call the school office but do not unsubscribe or it will unsubscribe you from all Mercy groups.
5. Enter the phone number and email that you wish to receive alerts. Click 

for each additional number or email in your household that wants to receive alerts.
6. Click 

and once you receive a text or email be sure to save the contact as Mercy Academy to ensure it will not get blocked or marked as spam.