Procedures for Parent Notification

Parent notification procedures are intended to promote communication consistency and transparency to families and the community.

Notification will be timely, direct, consistent and transparent. All notifications will be sent out no later than 48 hours from the time of any known incident.

The district will publish to the following communication channels, depending on the situation:

- Mass text system – Primary Communication Channel
- District website
- The district's social media pages
- Local radio station (93.5 WTNK Fun Radio)
- News channels (2, 4, 5, 17)
- Other channels as reasonably required

Delayed Openings/Early Closures: Announcements may also be published to any or all of the following platforms: social media, local radio station, news channels, website.

Information related to school events: Announcements may be published to any or all of the following platforms: text message sent to parents of the school the information pertains to, website, social media

Threat: School District leadership will consult with law enforcement and release a joint statement that is consistent with district policy. Statements will be posted as soon as reasonably possible with consideration to not impede the investigation or student safety plans. Updates will be released as needed. Communication may also be distributed by means of: website or social media posts.

Transportation Delays: Announcements may also be published to any or all of the following platforms: social media, local radio station, news channels, website.

Weather related Announcements may also be published to any or all of the following platforms: social media, local radio station, news channels, website.

The District reserves the right for leadership to exercise professional judgment based on specific circumstances in each situation.

Communication practices will be updated as necessary to better serve the students and families of Trousdale County.