

## School ParentSquare Communication Opt-Out Form

The School City of Hammond, your school, and teachers use ParentSquare to communicate with parents and guardians. This includes emergency messages as well as information closely related to the school's educational mission. You will receive notifications via e-mail, text, voice call, and posts from the ParentSquare mobile app and ParentSquare portal, depending on the contact information you have in PowerSchool (our Student Information System). Parents are automatically registered to receive notifications when they enroll their student. *Note that standard text messaging rates may apply for all text messages.*

To Opt-Out of receiving notifications, you can:

- Fill and return the form below to your school's secretary, or
- Contact your school's secretary with your email and cell phone number

You can also opt-out of:

- Emails: Click the Unsubscribe link in any email you receive
- Text Messages: Click the Opt-Out link in the first text message you receive from ParentSquare. You can also reply N or No to any subsequent text you receive or send No to '66458'.
- Phone Calls: Contact your school's secretary..

If you are not a parent and are receiving notifications in error, please contact us at 219-933-2421, 2255.

*\*Note that even if you opt-out of receiving communication, you will still receive notifications for emergencies and other school information deemed important, such as attendance and lunch balances.*

To opt back in:

- Contact your school's secretary with your email and cell phone number
- Text Messages: If you sent N/No, you can reply Y or Yes to any text you had received or send Y/Yes to '66458'

---

*Please return the second page to your school office.*

Please update my communication preferences as indicated below. I understand that even if I opt-out of receiving all communication, I will still receive notifications for emergencies and other school information deemed important, such as attendance and lunch balances.

<b>Email</b>	Opt-Out <input type="checkbox"/>	Email:
<b>Text</b>	Opt-Out <input type="checkbox"/>	Cell Phone:
<b>Phone Call</b>	Opt-Out <input type="checkbox"/>	

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Student Name: \_\_\_\_\_

Student Grade: \_\_\_\_\_

School: \_\_\_\_\_