



# PROVIDENCE CATHOLIC CHILDREN'S ACADEMY

1800 W. Lincoln Highway • New Lenox, Illinois 60451 • (815) 485-7129 • [www.providencecatholic.org](http://www.providencecatholic.org)

October 1, 2008

Dear PCCA Parents,

Beginning on November 1, 2008 we are implementing a new messaging service. This new service is called Connect – ED and will enable us to personally communicate with parents about emergency situations, school events and important issues impacting your child. It will allow us to send personalized voice messages to your family's home, work or cell phones, e-mail communications, and even text messages. We will be able to reach all families within minutes.

Mr. Don Sebestyen, Principal of Providence Catholic High School, and I will be the people who record our messages for us. In preparation for this message, please note these important call delivery notes:

1. When a call comes from the school, your caller ID will display either of the following phone numbers: Providence Catholic High School 815.485.2136 or Providence Catholic Children's Academy 815.485.7129
2. When listening to a message, please be aware that background noise will cause the system to stop and start. It is carefully calibrated to determine whether a person or an answering machine/voicemail has been reached, and background noise may affect the delivery. If possible, move to a quiet area, or press the "mute" button on your phone.
3. If you missed any part of a message, please stay on the line and press the star key (\*) on your phone to hear the entire message again.

Additionally, it is important that Providence Catholic Children's Academy has all of your correct telephone numbers and email addresses so that you will not miss out on any important communications. Please help us ensure we have your current information, and indicate on the enclosed form what data you want included in our database. Please be aware that the Connect – ED service cannot dial an extension, so be sure the numbers you include are direct lines.

Please return the enclosed completed form no later than October 7th, and be assured that all personal information will be maintained in the strictest confidence. Please remember: NO FAXED copies will be allowed. For more information, go to [www.providencecatholic.org](http://www.providencecatholic.org) and click on PROVIDENCE CATHOLIC CHILDREN'S ACADEMY; CLICK ON CONNECT- ED.

It is an honor to serve you and your student here at Providence Catholic Children's Academy. We look forward to connecting with you more effectively in the very near future.

Sincerely,

Laura McErlean  
Principal