



**OAKLEIGH SOUTH PRIMARY SCHOOL**  
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Dear Parent/Carer,

23<sup>rd</sup> June 2017

### **Testing of our school's Emergency SMS System**

I am writing to advise you that our school Oakleigh South Primary School will be conducting a test of our Emergency SMS System on Tuesday 27<sup>th</sup> June at approximately 10:30am.

The Emergency SMS System is designed to send SMS messages to parents to advise of an emergency affecting our school such as fire, flood, police activity, weather alerts, and bus disruptions.

It is important that we have correct emergency mobile contact details for all our parents/carers in the event of an emergency.

The SMS Test System will assist in identifying any issues related to the distribution of SMS messages as well as highlighting where we need to update parent/carer contact information in our school's database.

#### **The test message will read:**

*Test Message – This is a test only. [NAME] you are listed as a contact for [STUDENT NAME].  
If correct please reply YES. If no reply NO.*

#### **What you are required to do:**

When you receive the above text message, please respond as requested by return SMS.

If you do not receive the text message at the date and time noted above, please contact our Business Manager Jo Chapple on 9570 1016 as it will indicate that we may have an incorrect mobile number in our database.

If you have any other queries please contact Jo Chapple on the above number.

Thank you for your cooperation and understanding.

Yours sincerely,

Ron Cantlon  
Principal