District 716 / Infinite Campus Emergency Notification System

You can specify how you would like to be notified in the event of an emergency or other high profile announcement at Belle Plaine Schools. Such events could include but are not limited to;

- School closings and/or early outs due to weather or other circumstances
- Emergencies requiring other changes in the normal school day schedule
- Notifications about high profile or important events happening at District 716
- Other alerts as deemed necessary by school administration

Use these directions to review your District 716 / Infinite Campus Emergency / High Priority contact information. There are two steps: *Update your Contact Information* and *Set your Contact Preferences*.

I) Update your Contact Information

1. Visit https://socrates2008.infinitecampus.org/campus/belleplaine.jsp and login to Infinite Campus with your portal username and password. (**if you need a username and password**, **please click here** to send an email to our District Student Information System Administrator!)

2. Within your Campus Portal, click the **Family Members** button and then locate your name & click the arrow to reveal your contact information.
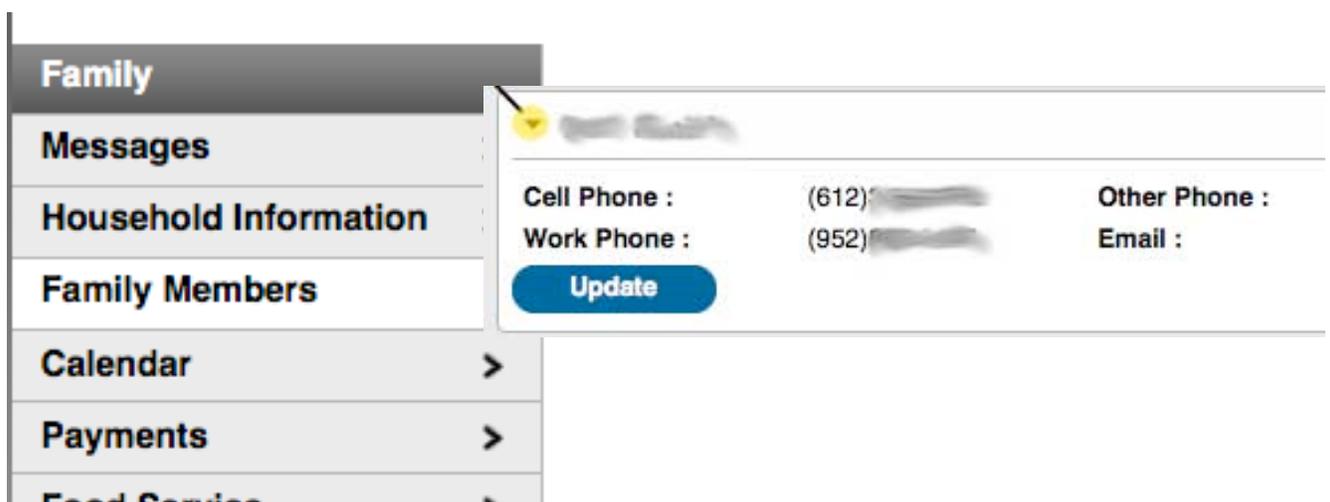
3. To make changes to phone numbers and email addresses, click **Update** and type in the new information.
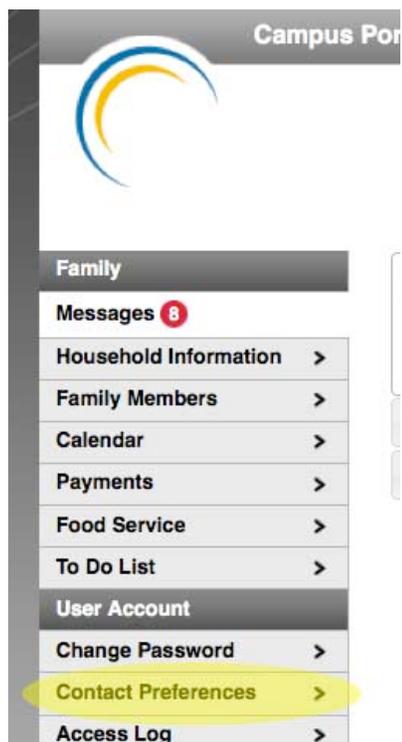

4. Click the **SEND UPDATE** button when finished.

II) Set your Contact Preferences

1. Click **Contact Preferences** in the left button bar.

2. For each **type of message**, select how you would prefer to receive that message.

Message Contact Preferences

Email Address: bobdorenesmith@hotmail.com

Instructions:

For each type of message (High Priority, Attendance, General, Teacher) select how you prefer to receive that message.
You may select to receive a message on more than one device.
To change or add a phone number you will need to contact your school's administrative offices.

Please check the Text(SMS) check box if you would like to receive text messages sent by the school.
- *If Text (SMS) option is enabled message and data rates may apply. Charges are dependent on your service plan which may include fees from your carrier to send and receive these text (SMS) messages.*
- *To opt out uncheck the text (SMS) box anytime.*
- *For support contact your district.*

	High Priority	Attendance	Behavior	General	Teacher	Text (SMS)
Household Phone (952)873-6451	☑	☑	☐	☑	☐	☐
Cell Phone (612)366-0858	☑	☐	☐	☑	☐	☐
Work Phone (952)882-9495	☑	☐	☐	☐	☐	☐
Email (bobdorenesmith@hotmail.com)	☑	☑	☑	☑	☑	

† Your district may send some communications in languages other than English, if you prefer to be contacted in a another language please specify your preferred language.

Preferred Language   US English ▾

Save

3. **Click SAVE** when finished!

4. **That's it!**