

A powerful new way to stay connected to LSS

Absence Reporting SchoolMessenger®





SafeArrival

SafeArrival is an absence-reporting and notification system that allows parents to pre-report their child's absences **anytime**.

Report your child's absence in advance using any of these **3** convenient methods:

Available 24 hours/day 7 days a week





Mobile device: download and install the **SchoolMessenger** app from the Apple App Store or the Google Play Store.

- 1. The first time you use the app, select **Sign Up** to create your account
- 2. You must use the parent/guardian e-mail on file with the school
- 3. Select Attendance and then Report an Absence

OR



Website: go to the SafeArrival website at go.schoolmessenger.ca

- 1. The first time you use the website, select **Sign Up** to create your account
- 2. You must use the parent/guardian e-mail on file with the school
- 3. Select the three lines in the top left corner of the page and then Attendance
- 4. Select **Report an Absence** in the top right corner of the page.

OR





Phone: call the toll-free number at **1-833-294-4837** to report an absence using the automated phone system (follow the prompts).

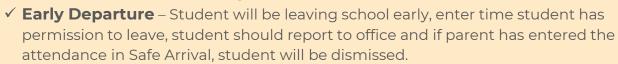
* You must call from the parent/guardian phone number on file with the school.

Safe Arrival is used for **ALL** types of excused student attendance.



- ✓ **Full Day** Student will be away from school for the entire day.
- ✓ Late Student will be arriving to school late, enter time student will arrive at school.







✓ **Leave & Return** – Student is at school then leaving and returning, please enter times.



✓ Multiple Days – Student will be away from school for several days in a row (up to 10 consecutive days)

Excused absences are only to be reported by parents/guardians on file with the school.

Students are NOT to report their own absences.

- Please report absences using SafeArrival instead of sending notes, calling, or emailing the school.
- The school office will no longer accept calls regarding attendance. Parents/guardians will need to report via the app, website, or toll-free number in a timely manner.