

# Franklin Borough School

50 Washington Ave. - Franklin, NJ 07416

Phone 973-827-9775 - Fax 973-827-6522

Patricia J. Pfeil, Ed.D., Principal  
Carolyn Ryder, Supervisor of Instruction

Michelle Minimi, School Counselor  
Meg Gummere, LDTC/CST Coordinator

September 6, 2016

## Honeywell

Instant Alert™ for Schools

Dear Parents and Guardians,

Keeping parents and guardians informed and involved helps to assure student safety and improve student success. With today's on-the-go lifestyles, it has become more difficult for schools to reach families quickly and effectively. This is why our school has implemented the system called Instant Alert for Schools.

Instant Alert for Schools is an essential tool for notification and communication. Within minutes of an emergency, school officials can use Instant Alert to deliver a single, clear message to the student's parents or guardians by telephone, cell phone, e-mail, pager or PDA in any combination. Instant Alert can also be used to notify you of a school closing due to inclement weather. It's an equally effective way to keep you informed of everyday activities, such as event times and locations as well as schedule changes.

***For this system to work, it is important that we have your correct contact information.***

Included on the back of this letter is an instruction sheet for accessing the system and creating and updating your profile. You can log into your profile

**<https://instantalert.honeywell.com>** at any time to update your contact information. Maintaining the accuracy of your profile will increase the ability of the school to keep you informed.

If you need assistance with your profile, please send an email to **[InstantAlertHelp@Honeywell.com](mailto:InstantAlertHelp@Honeywell.com)**, or contact the school at 973-827-9775, ext. 225. If you do not have access to a computer, we will be opening the building for the use of our computers in September.

Sincerely,

Patricia J. Pfeil, Ed.D.  
Principal

*Leading the Way to Excellence*