

## General News and Updates (e.g. student and/or staff achievements)

- District website
- Facebook
- Instagram
- Twitter
- Weekly "Pennsbury on Point"

**Important information** (e.g. back to school letters, presentations, important but not life threatening incidents)

- Direct email to parents/students/staff
- District website
- Facebook
- Instagram
- Twitter

**Emergency Communication** (e.g. lockdowns, evacuations and/or closings) *In an actual emergency, you should expect the following:* 

In the event of an actual evacuation, lockdown or school closing, you will receive an immediate notification from the district using the following methods:

Unscheduled lockdowns and evacuations

Stage 1 (immediate communication to all staff, students and parents)

- Email to all addresses in our system
- Text (if requested)
- Phone message informing families of the situation and letting them know more detailed information will be shared as soon as possible.
- Website, Twitter and Facebook will not be used by the district for initial notifications

Stage 2 (Follow-up detailed communication)

- A follow-up phone call and email will be sent as soon as possible with more detailed information.
- Depending on the situation, subsequent communications may be sent
- Information posted to District website, Twitter, Facebook and Instagram