



Setting SchoolMessenger Preferences

SchoolMessenger is limited to legal parents or guardians and delivers emails, text messages and phone calls directly to your email and phone number associated with your **PowerSchool** account.

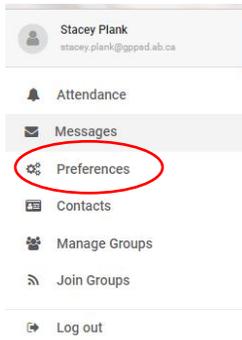
The Division recognizes that parents/guardians may not want to receive SMS text messages for all communication; however, we recommend having SMS text messages set as a preference for emergency communication.

SchoolMessenger Website

Login to your SchoolMessenger account go.schoolmessenger.ca

Click on the menu icon in the top left corner 

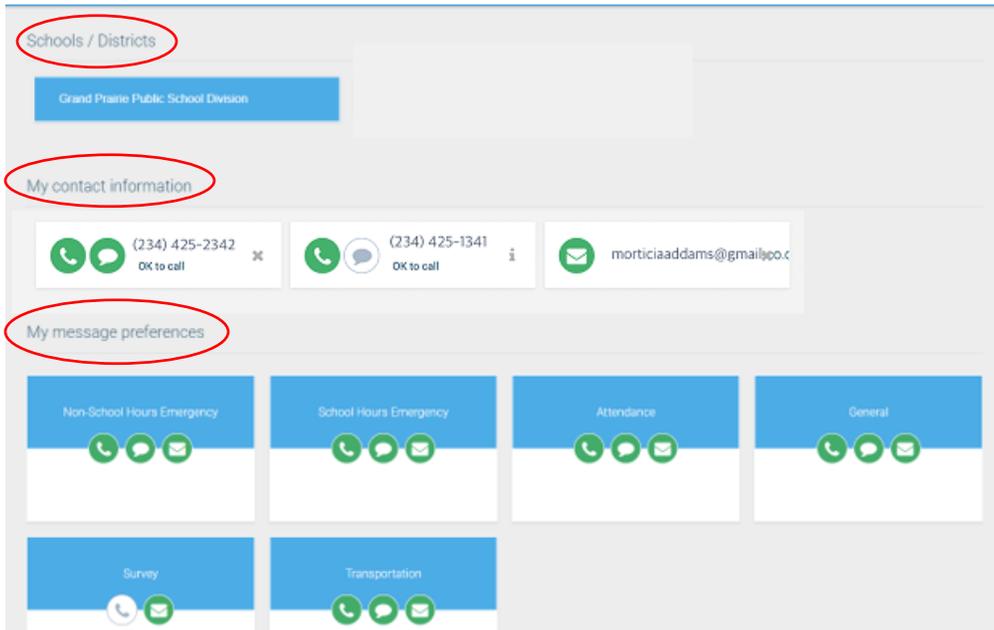
Click “Preferences”



The Preferences screen shows:

- The school division your email is associated with.
- “My contact information” – displays all the email addresses and phone numbers (voice and SMS text) at which you can be contacted via the different message types. The icons in green indicated that you’ve given your consent to be contacted. The icons in grey indicate you’ve chosen not to be notified on that number via that message type.

- **“My message preferences”** – Click each message category to view which contact email addresses and phone numbers will be contacted. You can also adjust your notification preferences for each message type here.
 - o It is highly recommended that you enable text or phone call for School Hours Emergencies



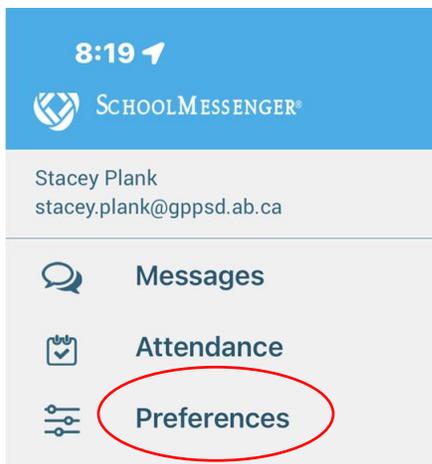
Setting Preferences on the SchoolMessenger app

[SchoolMessenger app](#)

Tap on the menu button on the upper left corner of the screen.



Tap on “Preferences”



It is highly recommended that you enable text or phone call for School Hours Emergencies



Your Contact Preferences shows all the email addresses and telephone numbers (voice and SMS text) at which you can be contacted. Phone numbers that are grey are pending consent approvals.

Select how you want to be contacted for each message type by clicking the icon. If green, the notification message type is enabled. If grey, you will not receive the notification in this message type.