



Grande Prairie Composite High School

11202 – 104 Street
Grande Prairie, Alberta
T8V 2Z1

Phone: (780) 532-7721 Fax: (780) 532-6036
Website: www.gppsd.ab.ca/school/gpcomposite/

June 28, 2019

Dear Parent/Guardian,

At Grande Prairie Composite High School, one of our greatest priorities is ensuring that all our students arrive safely to school each and every day. We ask that if your child is going to be absent, please report the absence using *SafeArrival*.

To log an absence online please follow these instructions:

1. Use the *SafeArrival* website, <https://go.schoolmessenger.ca>. The first time you use the website, select **Sign Up to create your account using your email address. Select Attendance to Report an Absence.**
2. Using your mobile device, download and install the *SchoolMessenger* app from the Apple App Store or the Google Play Store (or from the links at <https://go.schoolmessenger.ca>). Use your new login information to access your account. **Select Attendance to Report an Absence.**

We will continue to use our automated notification system to contact parents at multiple contact numbers until one of the designated contacts is reached. If our system is unable to reach a designated contact after 20 minutes, office staff will continue to follow up. By reporting your child absent in advance using the *SafeArrival* toll free number or *SafeArrival* Portal website/app, you will NOT receive a call. Once your account is set up, you can customize how you would like to be notified.

If your child is late, please have them sign in at the front office.

Any students that leave early without being excused by a parent or legal guardian will be marked as Absent, not Excused and a call will go home. Grade 9 students **MUST** have a parent or legal guardian excuse them in order to leave the school during school hours.

All absence reporting should go through the *SafeArrival* Parent Portal website or the Toll-Free number 1-844-352-4191. Please do not contact the school directly to report an absence.

Thank you for your cooperation to better ensure the safety of all our children.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dennis Vobeyda".

Dennis Vobeyda
Principal