E-Alerts for Parents of Williamsburg Community School District

What are E-Alerts?
E-Alerts are messages sent to you by staff at your School District. There are two types of E-Alerts you can receive: *Broadcast E-Alerts* and *Content E-Alerts*. You must be a registered user to receive E-Alerts.
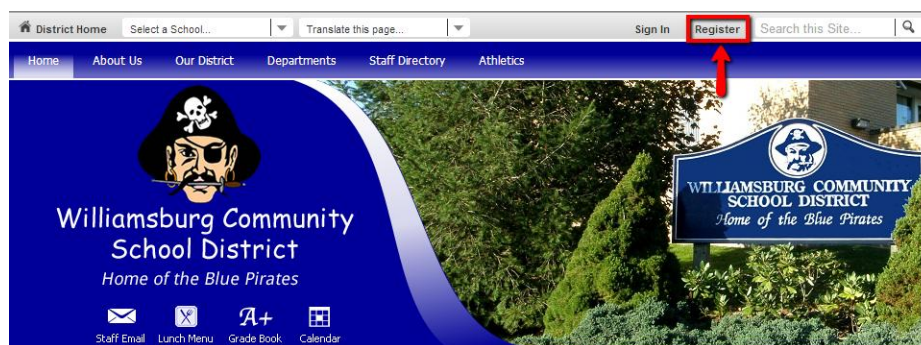
Broadcast E-Alerts
Broadcast E-Alerts are typically sent to groups of registered users and contain information such as newsletters, emergency closings, cancellations, meeting notices and the like. A Broadcast E-Alert can be delivered as an email message or you may opt to have it sent to your mobile phone as a Short Message Service (SMS) text message.

Content E-Alerts
Content E-Alerts are sent to registered users who have subscribed to a homepage (which includes the homepage calendar) or website sections of interest.

Signing up for Text E-Alerts in SchoolWires*

Creating an account for the SchoolWires Williamsburg Community School District website:

- Open any internet browser.
- Go to **www.williamsburg.k12.pa.us**
- Click **Register** in the upper, far right corner next to Sign In
- Enter your **Date of Birth** and click **Submit**
- Fill out the form (Required: First Name, Last Name, Email Address, Password and Confirm Password) then click **Submit**
    - *Note: **Check** that you Agree, after you have read the terms and conditions*
    - *After you click Submit, you should receive a "Success" Message*
- Click **Sign In** link and sign in using your newly created username and password
- Click **My Account** and then **Edit Account Settings**
- On the left side, click   E-Alert Settings
- Enter your **10 Digit Cell Phone Number** (no dashes) and choose your **Mobile Provider**
- Leave **No** Selected then click **Save Changes**
- You should see a notification on the bottom left side letting you know it was successful.

As long as you have entered a valid email address, 10 digit mobile number, and your correct mobile provider, you should receive an alert via email and text message as they are needed throughout the year. You can go in at any time and make changes to your account. If your information changes, such as your phone number or email address, please keep the information up to date by following the same procedure.

*Standard Messaging Rates Apply