

GUIDE

Messaging a custom list of students or parents

PERSONAL COMMUNICATION IS KEY for schools and districts. Needs range from reaching the parents of ELL or special needs students to notifying students and parents of chronic absences. Remind gives you the ability to upload a list of student numbers and privately message those students or their parents, **streamlining your communication channels, saving you time and overhead, and maximizing the effectiveness of your message.**

To learn more about messaging by student number, please visit our [Help Center](#)

Address academic and behavior challenges or progress

- Message individual parents to notify them when a student has fallen behind or missed assignments
- Nudge students and their parents when they are chronically absent
- Recognize the achievement of top performers on assignments and exams

Reach the parents of ELL or special needs students

- Review IEPs and schedule reviews in accordance with ADA Section 504 compliance
- Communicate cross-culturally with ELL parents and translate the message into one of 90+ languages
- Notify parents of programs available at their school or other wraparound services

Increase form completion rates and parent engagement

- Remind students of outstanding library books, laptops, or other devices
- Collect important lunch and physical health forms
- Increase attendance of students and parents at mandatory meetings
- Involve parents in the learning process of struggling students by sending targeted study tips weekly

Prepare students for graduation and college

- Share upcoming SAT/PSAT or AP testing dates
- Keep students on track by informing them of important deadlines in the college application process
- Notify students of graduation requirements and deadlines such as national scholarships and FAFSA



BROADEN YOUR REACH

98% of text messages get read vs. **36%** of emails in education



IMPORTANT REMINDERS

Notify specific students and parents of important deadlines



GO PAPERLESS

Attach PDFs and other documents to your Remind messages

Example Messages

Notify parents of chronic absences

Your child has missed 5 school days in the past 1 month. Please respond to set up a meeting with the principal.

Publicize services available to ELL or special needs students

A reminder that your student's Individualized Education Plan (IEP) is up for review by November 12th. To set up a meeting with the Special Education Officer, please respond to this message.

Encourage parents to return important paperwork

We haven't received your child's physical health form. Please turn it in no later than Friday, so your child can participate in the start of after-school sports next week.

Communicate to parents by language preference

Your child has been studying for an upcoming exam. Help your child be successful by quizzing them at home tonight.

Share schedule or transportation changes

Your child's bus is running late. Expect Bus 276 to be delayed by around 10 minutes.

Send reminders about important events

You made the honor roll this year. Way to go! Join us at 8am tomorrow for a celebratory breakfast in the MP room.