

North Shore Early Childhood Center, Inc.
440 Round Hill Road
Roslyn Heights, NY 11577



Phone Tree Emergency Notification System

The Phone Tree (called One Call Now) is an automated messaging system that allows us to communicate to families reminders of holiday closings, special events, early closings due to inclement weather and other emergency situations that may arise. We simply record a message and it automatically sends the message to all phone numbers we have in the system.

Please indicate below all contact numbers and e-mail addresses you wish for us to call. It is very important to include your extension if you have one. **If you do not have a direct line and will not receive the message personally we will need to call you directly—please indicate so below.**

If any of these numbers change in the future, it is very important that a new form be completed in order for us to update numbers in our system.

Child(ren's) Name(s): _____

Mother/Guardian Name: _____

WORK: _____ x _____ [check if you do not
have a direct line]

CELL: _____

HOME: _____

E-Mail Address: _____

Father/Guardian Name: _____

WORK: _____ x _____ [check if you do not
have a direct line]

CELL: _____

HOME: _____

E-Mail Address: _____

Signature: _____ Date: _____

