



IMMEDIATE RESPONSE INFORMATION SYSTEM *By TechRadium, Inc.*

## P.K. YONGE DEVELOPMENTAL RESEARCH SCHOOL

P.K.Yonge has partnered with a rapid communication system called IRIS-Immediate Response Information System. This system will deliver messages to parents individually within minutes by the communication method(s) of your personal choosing. Should school need to close early due to weather, for example, this system would notify you by your choice of home phone, cell phone, or email. In addition, P.K. Yonge will use the IRIS system to keep you up to date on important school wide information as well as grade level information relative to your child.

### **Information about IRIS**

Parents can obtain more information about IRIS by viewing their website, [www.useiris.com](http://www.useiris.com) . Click the What Is IRIS? tab and select Alert Levels to learn the different levels of messages and communication systems used at each level, i.e. home phone, work phone, cell phone, text message (SMS) or email. Contact information is available on this website should you have questions regarding the system or you can reach IRIS by calling 1-866-270-0120.

### **User Names and Passwords in IRIS**

All P.K. Yonge students have been entered into the IRIS system. You will be able to change the contact information in the IRIS system or the way you wish to receive messages so it fits your preferences at the website <https://www.irisdispatch.com/users>. The initial User Name for each student is: “pky” and their Student Number (ex. pky7500008765). The initial Password for students is their birth date in MMDDYYYY format (ex. July 4, 1998 would be 07041998). You are encouraged to change the User Name and Password in the User Profile. User names must be unique within the system.

EXAMPLE: **User name:** pky7500008765 (Student ID number)  
**Password:** 07041998 (Birthday)

The Student ID Number can be found on your child’s latest PKY report card and should begin with a 75 in most cases. If needed, a student may personally obtain their student number from their homeroom teacher, the Guidance or Attendance offices. For security, we will not provide student numbers or information over the phone.

### **Updating Your Contact Information in IRIS**

In the IRIS User Profile you can set your contact preferences for home phone, work phone, cell phone, text messaging (SMS), pager or email. There are five levels of IRIS alerts and each differs in the communication devices contacted (see Alert Levels above). **PKY’s default message level is Yellow**, which contacts the home phone, pager and also sends an email or text message if text is provided by the PKY sender. Some IRIS messages are voice-recorded only and no text is available. IRIS messages will display PKY’s phone number 352-392-1554 on your caller ID.

### **Updating Your Contact Information at P.K. Yonge**

Contact information entered in IRIS is for IRIS only and does **NOT** change your student’s information at P.K. Yonge. To update your child’s information at P.K.Yonge, the Contact Information Update form is available on the PKY website or at the Attendance Office. Any changes you make in IRIS should also be completed at PK Yonge through the Attendance Office.