



Stay in
Touch!



BCPS Notification through School Messenger

- Log in to <https://botetourt.powerschool.com/>
- Click the Contact Manager icon at the bottom of the Navigation bar on the left

*Note: This will open a window to the SchoolMessenger service

- Click on your name in the upper right hand corner, then click on Preferences

My contact information section

- To add a contact method click on the little plus circle next to Add more
 - Enter phone numbers to receive call notifications, email addresses to receive email notifications, and phone numbers to receive text notifications
- Note: The primary phone number given at student registration is already filled in and cannot be changed. To update this information, please contact your child's school directly.

My message preferences section

- To set up how you are contacted, click on a notification category listed, then in the ensuing pop-up window choose how you want to be contacted for that type of message and click Save