Harvester Kidz Check-In System

First Baptist Church Harvester utilizes KidCheck as their secure check-in system. Signing up for KidCheck is easy and free for parents. **Once you have created an account for each parent, add your children's information to one account only. Don't forget to include any pertinent medical/allergy alerts. Then add each parent as a guardian on their individual parent accounts** (enter in phone number to accomplish this step). After these steps, both accounts will have child information populated automatically. **Don't skip uploading photos of yourself, your children and the designated guardians to help us correctly identify who is authorized to pick up your children in the event a parent tag has been misplaced.**

Sign-up

1. Go to https://go.kidcheck.com
2. Click "Create your KidCheck account"
3. Fill in the requested fields and create your password
4. Click "I have never used KidCheck before"
5. When asked "What Organization referred you to KidCheck", type in "First Baptist Church Harvester (St. Charles, MO)"
6. Agree to the license agreement and then go to choose your account options

My Account Page

1. Click on "Kids". This is where you input your child's information and upload photos on one parent account only.
2. Under "Page Options (to the right of screen) select "Add new child". Select "Save Changes" when done. Repeat steps with each child
3. Click on "Guardians". Make sure each parent has created an individual account before adding each other as guardians. You may add additional guardians who will not have a KidCheck account and don't forget to upload photos
4. Under "Page Options (to the right of screen) select "Add new guardian". Select "Save Changes" when done. Repeat steps with each guardian".   Select "Save Changes" when done. Repeat steps with each guardian
5. Your account is now complete

First Check-In / Check-Out

1. At check-in, enter your 10 digit home or cell phone number onto the check-in screen. An option will be given to scan a bar-code card to use for all future check-in events.
2. For secure check-out, both parent and child tags will be scanned.

**Remember to keep your information up-to-date.
Changes can easily be made at any time by signing into your online account or by downloading the KidCheck app for iPhone and Android.**

What is KidCheck?

KidCheck is a secure children's check-in system that enhances our ability to provide security and simplifies the check-in process. KidCheck helps ensure no one can pick up your child without your consent. Parent/guardian accounts are free and simple to set up, allowing you to control and maintain your child's information for quick and easy check-in.

Benefits for Parents

Child Safety
- Easily create and update a list of <u>who can (and cannot)</u> pick up your children
- Upload photos of children and guardians for added security
- Provide medical and allergy information and alerts
- Your cell phone becomes a pager (via text message) in the event a parent needs to be contacted while your child is on campus.

Secure Information
- No one sees you or your child's information until you check-in to their facility
- KidCheck uses the same secure data technology as banks to keep your information safe
- KidCheck never asks for personal identification such as Social Security numbers, credit cards or banking information, and we never sell the information we do gather

Control
- You're in control of your account information so you know it's correct and up-to-date
- Create and update your free account from the comfort of home
- You choose the photos you want to upload

Convenient
- Speedy check-in - simply input your 10 digit phone number or your current scan tag
- KidCheck is web-based, so you can access and modify your account from anywhere
- Text message notifications when your child is checked in and out, or in case of emergency

Check-in Anywhere KidCheck is Used
- Once you have an account, you can check-in to any facility using KidCheck - your church, daycare, the gym, activity center or more

Need more information about KidCheck?
Go to: <u>www.kidcheck.com</u>