

Express Check-In Process

1. Touch "Child In."
2. Scan Prox ID card.
3. Select guardian.
4. Select each child.
5. Touch "Next."
6. Press "Finish."
7. Remove name tags from printer and apply to each child's back.
8. Pick up check-in sheet from printer.
9. Take each child and check-in sheet to assigned classroom.

ALL pagers are available ONLY at the check-in station by the nursery until further notice. All babies and younger toddlers are assigned pagers as well as visitors.