



Attention Parents! Help Us Get Ready!

We've chosen KidCheck to help us with our new secure children's check-in process.

Create Your Free Account

GO.KIDCHECK.COM

Sign Up Today for
Added Peace of Mind!



**All families using
childcare will be required
to check in through
KidCheck.**

Dear Families:

At Alamo Heights United Methodist Church, nothing is more important to us than the safety and security of your children. That's why we've chosen KidCheck as our children's check-in solution to bring you the best check-in experience and to allow us to partner with you to keep your children safe. We love KidCheck for these reasons and we think you will too:

Child Safety:



- Easily create and update a list of who can (and cannot) pick up your children
- Upload photos of children and guardians for added security
- Provide medical and allergy information and alerts

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

Convenient:



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

We will go live with KidCheck **this fall**. It is important you create your account prior to then. If you haven't already created your free account, please do so by going to go.kidcheck.com, selecting "Create Your KidCheck Account," and following the on-screen prompts. Alternatively, you can download the KidCheck Mobile Check-In app – it's free! – from the App Store or Google Play Store to create, manage, and update your account right on your phone (does not complete check-in).

You can create your account from the comfort of home; it's simple and will only take a few minutes. Creating your account ahead of time helps us have a smooth transition and helps your first check-in go more quickly so you can get on your way. If you have any problems, go to www.ahumc.org/children to watch the instruction videos.

Once you've created your account, simply use your 10 digit phone number to check-in with us or anywhere you see the KidCheck logo. Or to make things even faster Express Check-In will also be available. With Express Check-In, you can check-in right from your own phone – no waiting in line, no check-in station.

More information will be coming soon. Thank you for your participation!

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What is KidCheck?

KidCheck is a secure children's check-in system that enhances AHUMC's security system and simplifies the check-in process. KidCheck helps ensure no one can pick up your child without your consent. **More information about KidCheck can be found at www.kidcheck.com.**

Account Setup Instructions

Signing up for KidCheck is easy and free!

1. Visit <https://go.kidcheck.com> or download the KidCheck app on an iOS or Android device
2. Select the link to create a free KidCheck account
3. Fill in the requested fields, and then add children and authorized and unauthorized guardians

Adding Children and Guardians

** If you are a volunteer/employee only, and have no kids to add, you may skip these steps*

1. Locate the "Kids" tab. Select the link to add a new child, and input your child's information and upload photos. Select the save button when you are done.
2. Locate the "Guardians" tab. This is where you will input additional guardians whom you would like to be able to pick up the children you've listed. Add their information and upload photos. Remember to click save when you are done.

Express Check-In Instructions

Check-in using your personal smartphone/tablet!

1. Create your free KidCheck account (see above).
2. Download the free KidCheck app if you haven't already.
3. Select Check-In on your smartphone using the KidCheck app. Start check-in from home, the car, the parking lot –anywhere with a Wi-Fi or cellular data connection.
4. Select the organization, campus and template(s) where you'll be checking into.
5. Choose the children on your KidCheck account to check-in, along with their appropriate location/class. Complete any additional items such as volunteer check-in, pick-up guardian, or check-in notes.
6. When you arrive at the facility, you will be prompted via notification on your mobile device to complete the check-in by tapping the green "submit" button.* (Note: the "submit" button will be gray and unavailable until this time).
7. Go to the printer in the Weekday School Office to pick up your child name labels and guardian receipts.

Pick-Up Instructions

Parent Receipt **must** be presented at time of pick up. The security numbers on the receipt must match those listed on the child's name tag. Children will only be released to an adult who has the matching parent receipt.