

# Parents Signing Children In/Out (from own device)

Educators confirm sign-in/out

## Overview

If the service has enabled this setting, parents can sign their child in/out from the app on their personal device. This method needs to be confirmed by an admin or educator once the child is identified as being physically at the service.

## Parent Steps

1. Click on the + button on your app
2. Click on Sign my Child(ren) In/Out
3. Tick the box against the children you want to sign In/Out
4. Enter any additional information (Optional)
5. Press **Sign In/Out**
6. Advise the centre staff that you have signed the child in from your own device

You may be asked to confirm previous attendances before signing the children in/out

