InSite Check-In - Parent Options

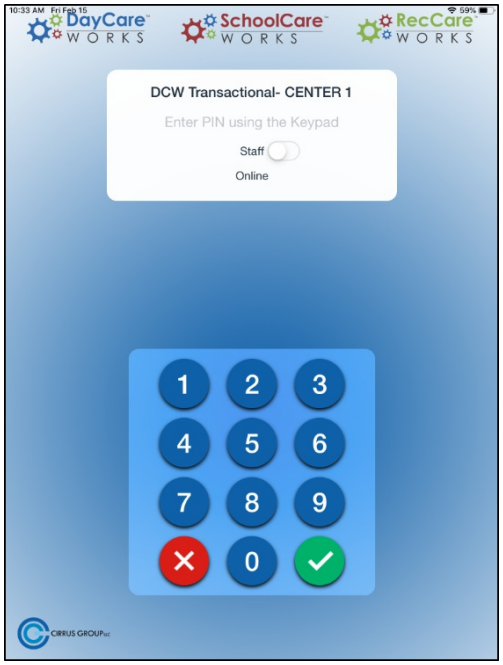
Last Modified on 02/18/2021 7:25 am EST

Use the InSite Check-In mobile application as a parent and staff kiosk within your center or classroom! This application allows parents to check their students in and out, view school announcements and see their current balance. The Check-In application now has the ability to prompt parents to complete required Check-In Questions (if applicable/setup)!

Check In/Check Out

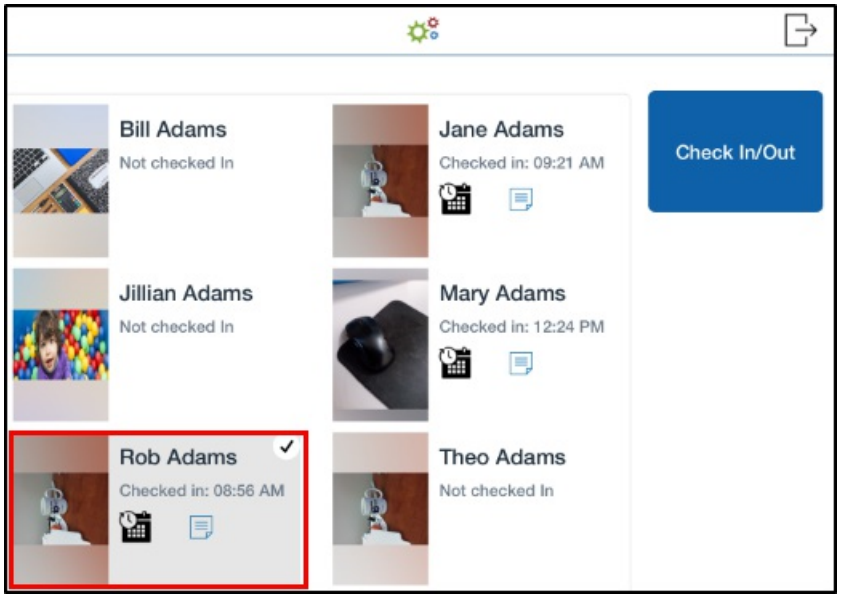
Parents have the ability to check in/out their students via the InSite Check-In app. if they have a schedule for the current day, the icon will appear below their name. To check students in/out, follow the steps below:

1. Enter PIN (provided by the center) on the log in screen orscan the QR Code using the InSite Parent application

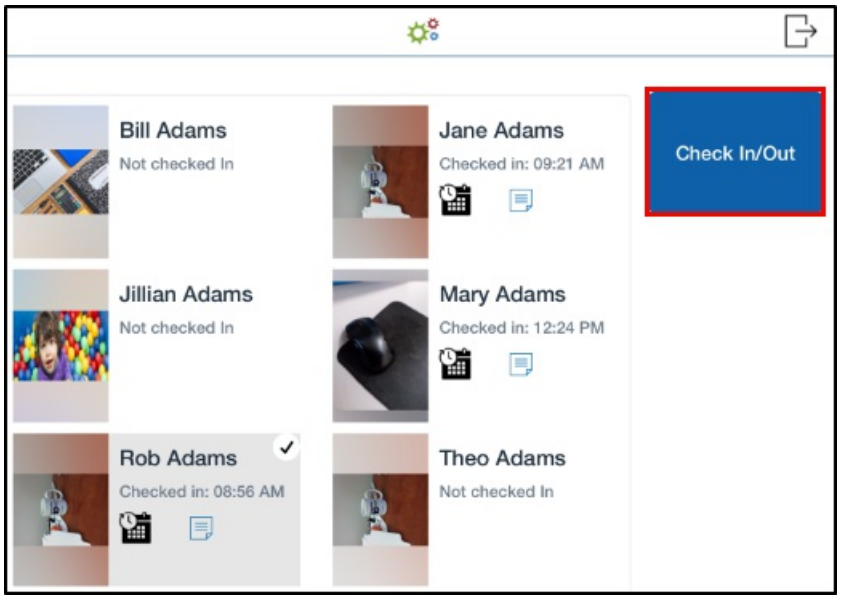


2. Click the green check-mark to log in

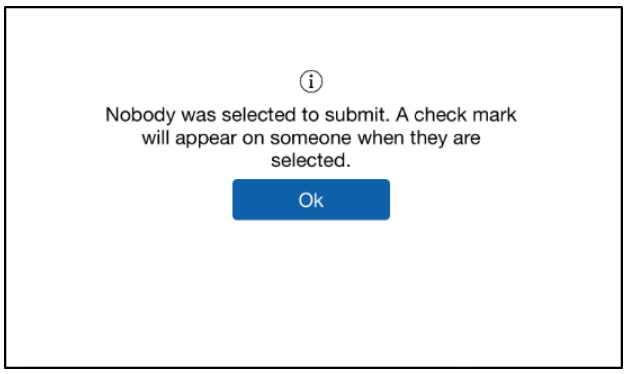
3. Select the student(s) to check in/out



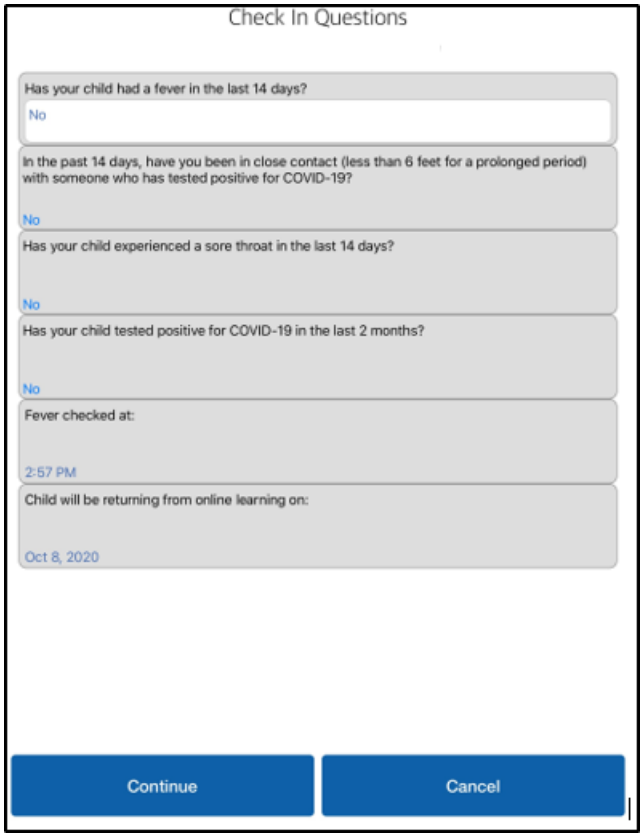
4. Click Check In/Out



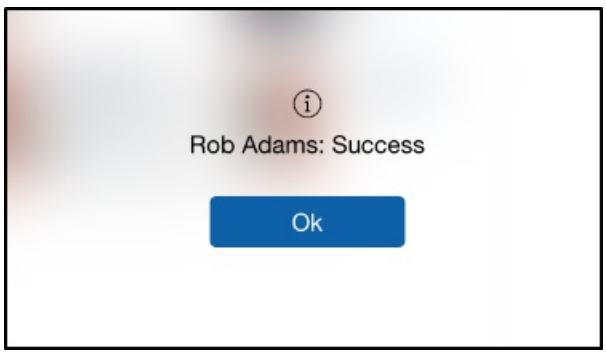
- If a student is not selected prior to clicking Check In/Out, the following message will appear



5. If using Check-In Questions, they will be prompted after clicking Check In/Out



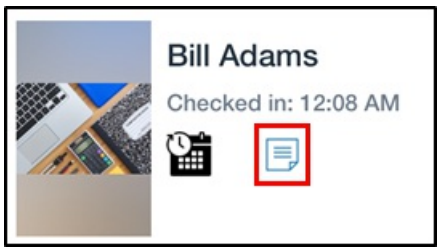
6. The following confirmation message will appear, click OK



Notes

Notes are added by staff members in the InSite Classroom App.

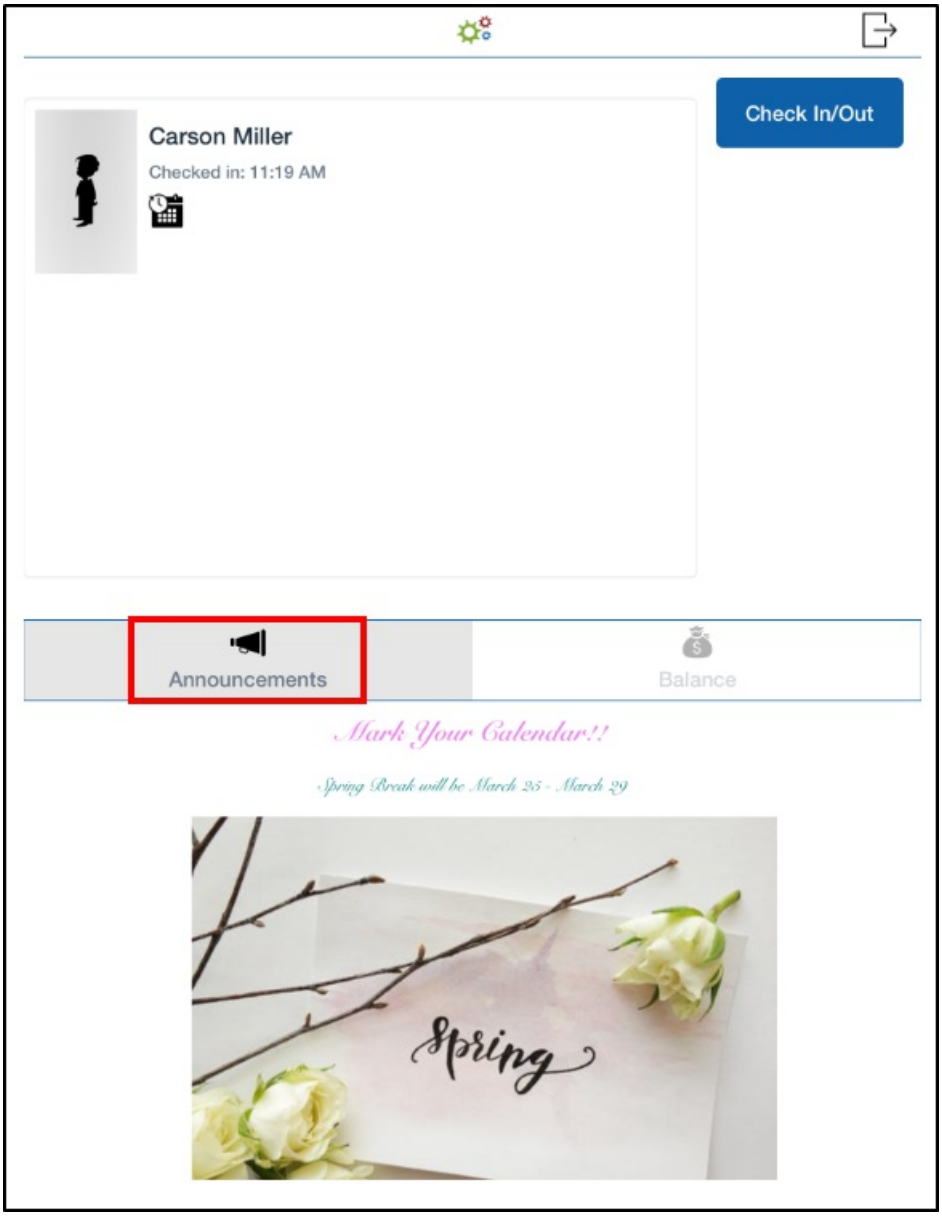
1. To view notes, click the paper icon



2. Review the information and click Ok

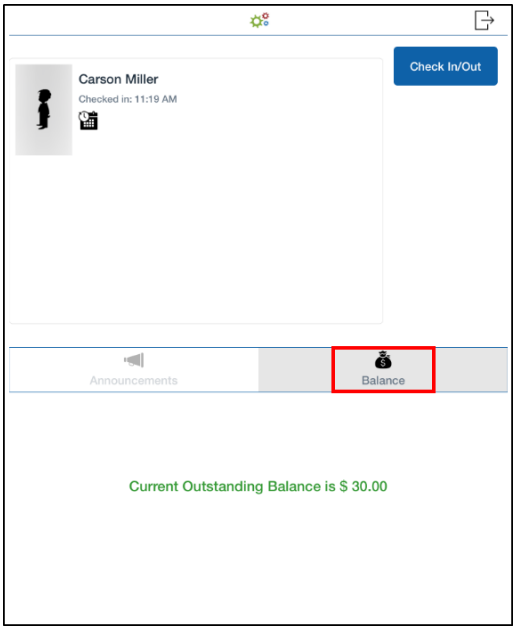
Announcements

To view school-wide announcements added from the admin side (Connect> Announcements), click Announcements at the bottom of the app.



Balance

Parents can view their current outstanding balance by clicking Balance at the bottom of the screen.


Check In/Out
Carson Miller
Checked in: 11:19 AM
Announcements
Balance
Current Outstanding Balance is $ 30.00