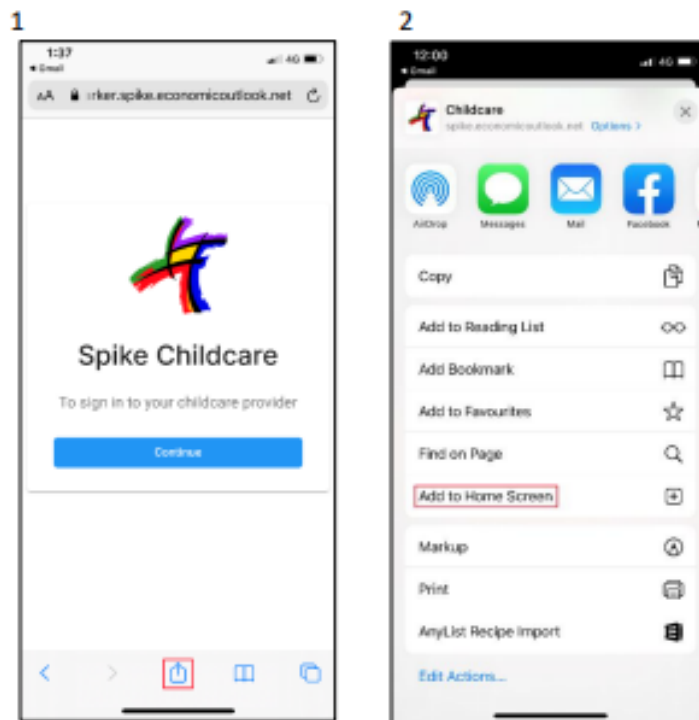


# Guide/Instructions

## Installing the Parent Childcare App on iPhone / iPad

Click on the link to the Parent Childcare App from either your invoice or email

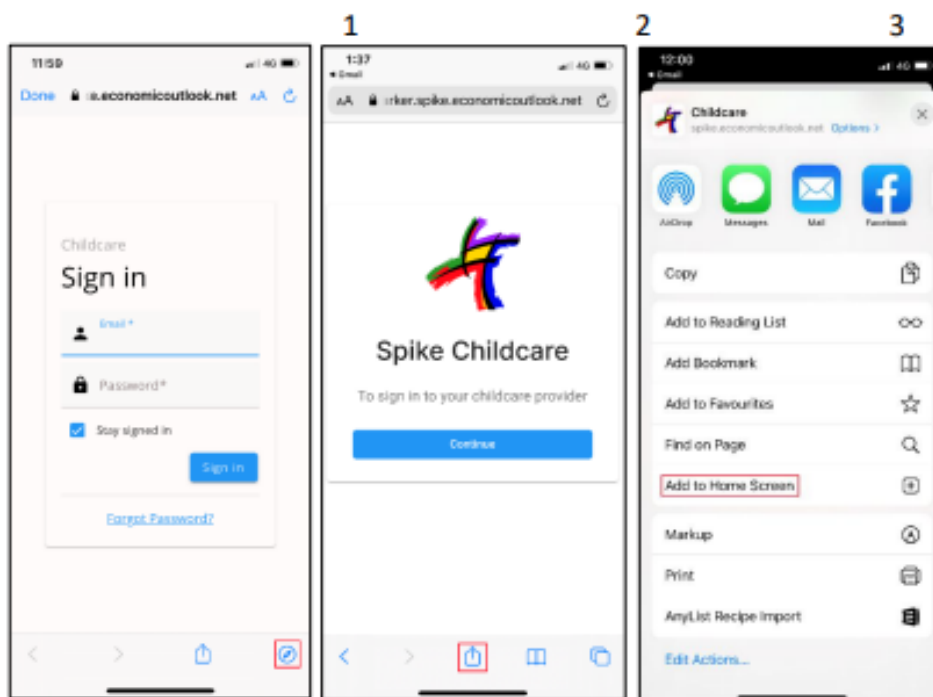




1. Click the Share Icon 
2. Add to Home Screen

To log in your username is the email address that you have provided to your service and your password is your pin number. If your service does not use the electronic attendance system or you have forgotten your pin number / password, select forgot password and an email will be sent to you. The subject will be "reset password".

## Installing the Parent Childcare App on iPhone / iPad for users of Google Chrome

Click on the link to the Parent Childcare App from either your invoice or email

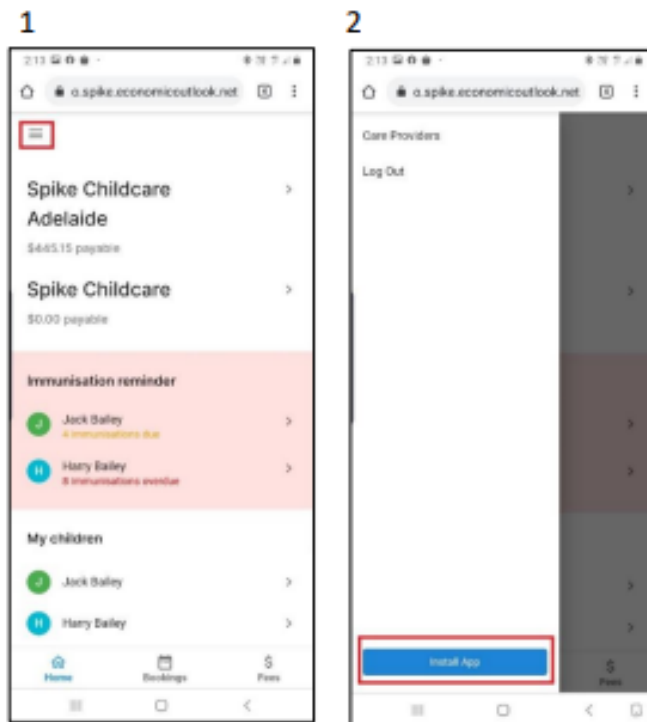


1. Click on the Safari icon  open the App in Safari
2. Click the Share Icon 
3. Add to Home Screen

To log in your username is the email address that you have provided to your service and your password is your pin number. If your service does not use the electronic attendance system or you have forgotten your pin number / password, select forgot password and an email will be sent to you. The subject will be "reset password".

## Installing the Parent Childcare App on Android

Click on the link to the Parent Childcare App from either your invoice or email.



### If you did not install the App at initial sign in

1. Click on 3 lines on top left-hand side
2. Install App

To log in your username is the email address that you have provided to your service and your password is your pin number. If your service does not use the electronic attendance system or you have forgotten your pin number / password, select forgot password and an email will be sent to you. The subject will be "reset password".

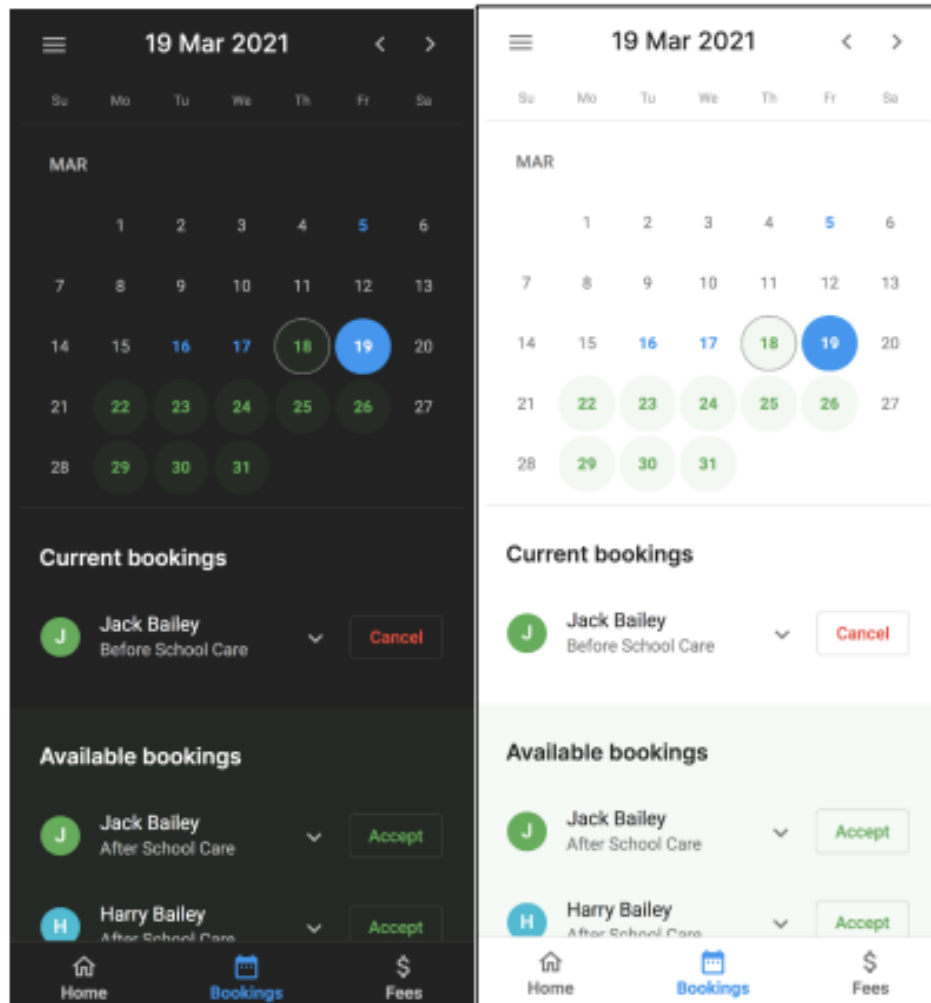
## Parent Childcare App

The Parent Childcare App can be displayed in both light and dark mode.

Dates that appear in **blue** indicate that there is a current booking.

Dates that appear in **green** indicate that there are available bookings.

To **Cancel** and / or **Accept** a booking, parent's simply select the desired action and confirm.  
**(Parent's must select CONFIRM or the action will not be completed)**



If there are multiple children and not enough available bookings, no bookings will be made and an error message will display. The number of available bookings will display above the Accept button.

The Parent Childcare App is a web-based app. Once you have logged in you can save this website to your home screen and it will appear as an app on your phone. Changes to an individual's email address will not be updated in the Parent App until 24 hours later.