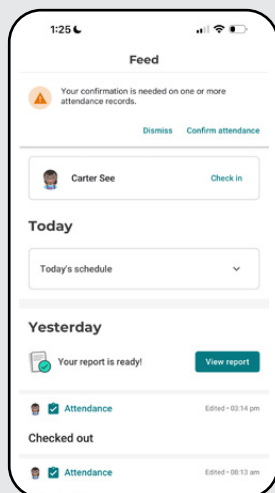


What To Do If You Miss a Sign-In or Sign-Out

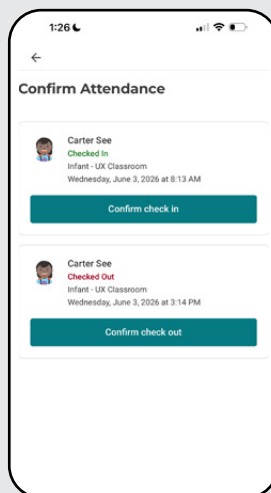
Follow these instructions to backdate your mobile sign-in or sign-out in the KinderCare App.



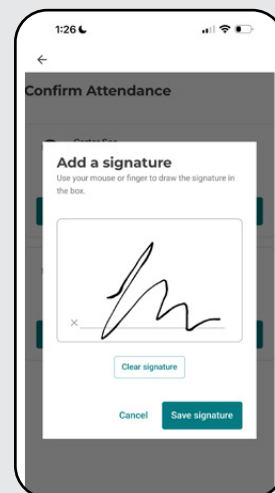
1. Tap on the
KinderCare icon.



2. A banner at the top will alert the adult that attendance confirmation is needed. Tap **Confirm Attendance.**



3. Tap **Confirm check in** or **Confirm check out.**



4. Add signature and tap **Save signature.**

Why it's important: Accurate attendance records are required for reporting and ensure our program remains compliant. For all families, daily sign-ins and sign-outs are tied to state and federal funding, so missing records can impact services for all families.

Questions? See your center director.