

Procure is a child care management software used at Club CTK offering contactless check-in/out, integrated tuition collection, and more.

### **What Can the Parent do in the App?**

- Quickly view their sign in-out pin if they forget it
- Sign child in/out using a QR Code
- View any activities that were recorded by staff
- Edit their child's allergies & medications
- Edit their child's authorized pickup list
- Add profile pictures for themselves, their children, and their authorized pickups
- View their current account balance
- Set up auto-pay or make manual online payments

### **The invite and sign up process is quick and easy for parents!**


Step 1: Parents will receive an email invitation to sign up for a Procure account.

This will give them access to view via a mobile app or on the web.

Step 2: Then parent/guardian will receive an email invitation, which will walk them through [signing up for a Procure account](#).

## How to Sign Up

All of the instructions you need to sign up for a Procure account are in the email shown below. Please read steps 1-3 very carefully.



### Hello Stephanie Carter,






Casey Child Care will be using Procure to stay connected with parents. You have been added to Jenna Carter's profile. Please follow the steps below to get started.

1. Download the free [iPhone/iPad](#) or [Android](#) app, or sign up on [Web](#).
2. Choose **Sign Up**, then **Parent**.
3. Click "**Add Child**" and enter this 10 character code: **5F42E02DA4** . (code will expire in one week)

Once signed up, you'll be able to receive photos, videos, messages, and updates about your child's daily activities. Anytime your child is dropped off or picked up, you'll know. You can also set up automatic online billing once your school is set up.

Learn more about [Procure](#) here. If you have any questions, visit our [Help Center](#).

Thank you,  
Procure Solutions Team

Follow us on:     

© Procure Solutions | [www.procuresoftware.com](http://www.procuresoftware.com) — Connected and in Control