



## Transitioning to our new PROCARE APP

Effective November 1<sup>st</sup>, 2020, all the communication with parents will be facilitated through our new mobile app **PROCARE**. In the app you'll receive text messages, pictures, reports and you'll be able to do a contactless sign in/out.

This application (**PROCARE**) will completely replace our current text-messaging system we have been using through the school's phone number.

You should have received an email invitation to download and install the app from your cell phone. In that email there is a **one-time** code that will be required to register your student on the app. If you have not received the email, please send an email to [app@ngmca.com](mailto:app@ngmca.com) with your child's name, your name and email, and we will send you a new code.

Any authorized pick up contact will also be required to download the app, for that reason we need also your authorized contacts to provide an email address.

### Summary:

Check out some of the awesome features the new PROCARE app has to offer:

- Daily contactless sign in/out from your mobile device!
- Parents or authorized pick up contacts will be able to sign in/out from their car to expedite the process.
- Easy access and engagement to your child's activities that are shared from school.
- You will be able to receive photos and videos.
- You will receive reports and activities information on the app.
- You will receive the monthly newsletter through the app.
- High security and encryption to protect your privacy. The app works with Geolocation to enhance security.

If you have any questions, please do not hesitate to contact us! Email us to [app@ngmca.com](mailto:app@ngmca.com)

Respectfully,

New Generation Montessori

We are transitioning our **Check – In/Out** procedure to a new contactless option from Procare. They still have it under development and not all the features are available from the app, but you will be able to use the Check option.

First step: Download the app from the AppStore from Apple or Google (Depending if you have an [iPhone/iPad](#) or [Android](#) device) in your device.

## App Store Preview

Open the Mac App Store to buy and download apps.



### Procare: Childcare App 4+

Daily Sheet, Sign-In & Billing  
Kinderlime Inc

#172 in Education

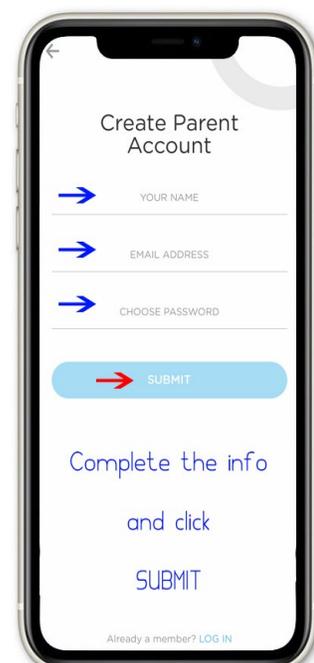
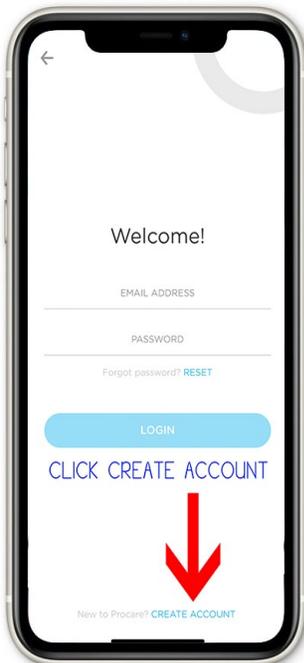
★★★★★ 4.9 • 12.4K Ratings

Free

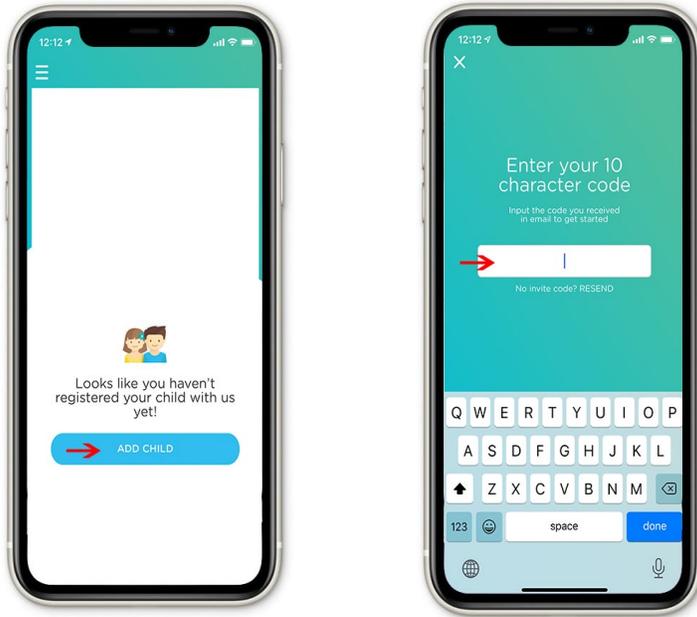
You should have received an email with the subject

**[Action Required] New Generation Montessori has invited you to join Procare**

This email has the download links and instructions to complete your sign up and a unique code for your family.



Once you entered the information you may be required to register a child:

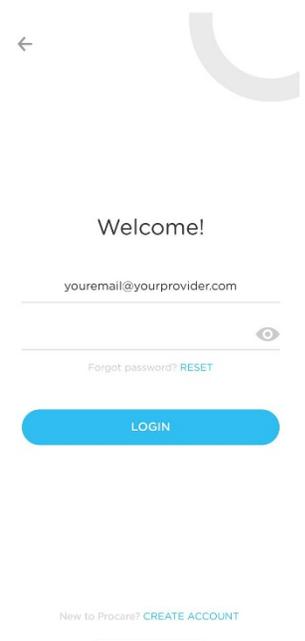
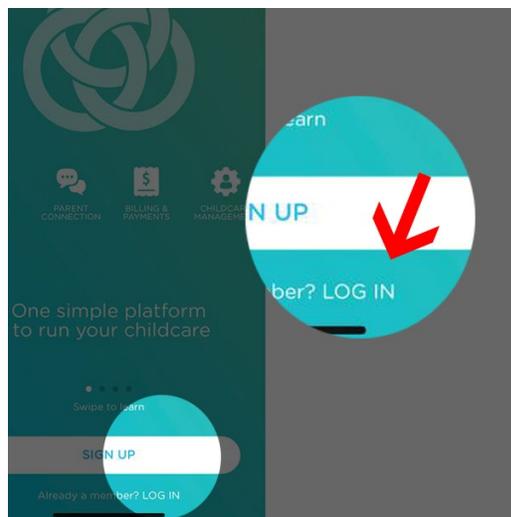


Enter the code received on the invitation email (Note this code expires after a week)

Then you are ready to use the app.

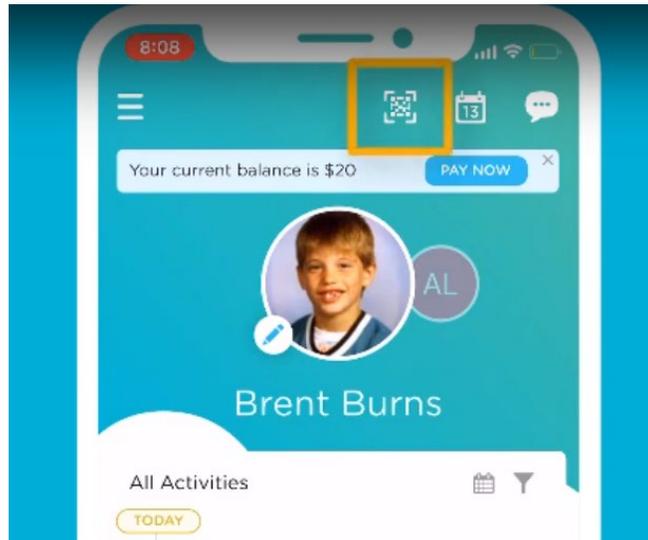
### Log In Process:

When you open the app for the first time will show a screen like the image below. Please note that there is a **very small link** below the sign up button with the LOG IN link. **Do not** click SIGN UP. Click only the link "LOG IN". Then enter your email and chosen password.

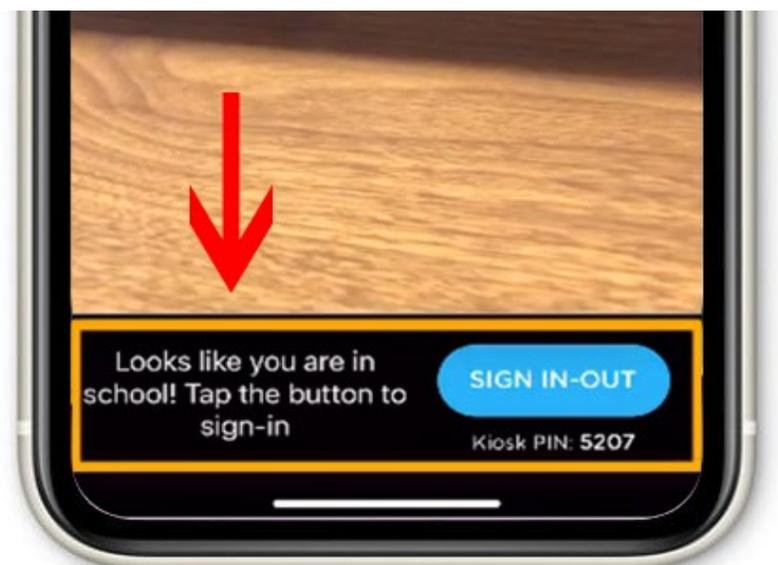
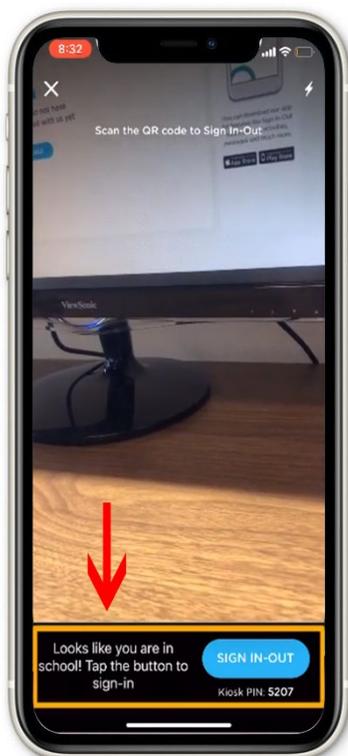


## Check In/out process

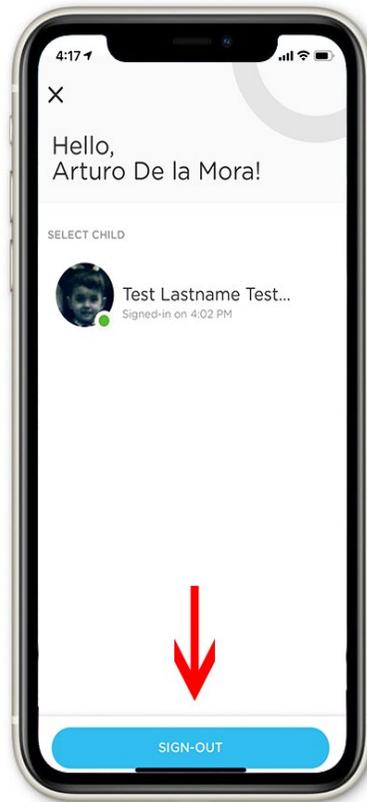
To Check in/out your child, when you are at the school, you'll need to launch your app and click on a very little icon on the top of the app:



Your phone may send you an alert to **authorize the app** to use your camera, Please accept that, and will activate the camera looking for a QR code, but look at the bottom of the phone, there is a message that says "Looks like you are in school.."



Then you child(s) is displayed. A blue button in the bottom will say SIGN-IN (or OUT). Please click there.



A white screen will appear. This is where you must sign with your finger. **If you don't sign, the app won't complete the process.** Once you sign with your finger, click the button that says DONE



If you have another child, select him/her from the list and complete the process.

**That's it!**

If you have any question, please email us to [app@ngmca.com](mailto:app@ngmca.com) and we will get back to you!

Thank you for helping us to make our school a safer place for all!

Respectfully,

New Generation Montessori.