



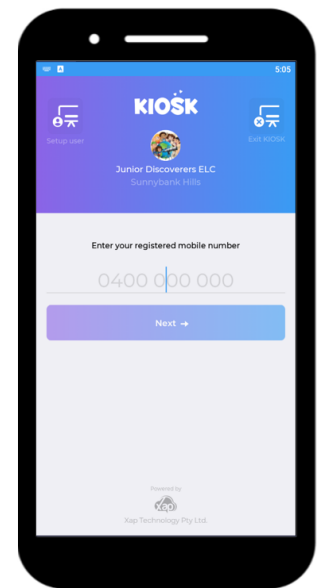
SIGNING YOUR CHILD IN/OUT OF THE SERVICE USING THE KIOSK

The Service will have a device either a tablet or smartphone with the Xap Kiosk program installed.

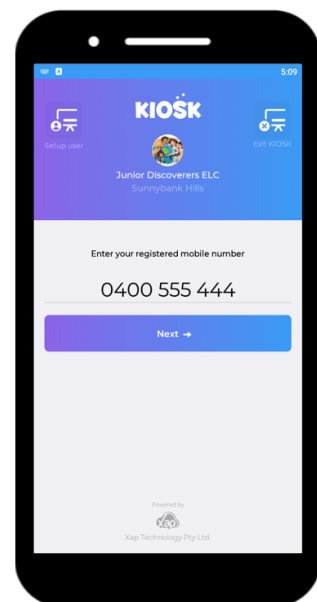
The Kiosk will allow you to electronically sign your child/ren in and out of the Service safely and securely.

Signing your child into the Service

1. Add in your mobile number on the below screen.



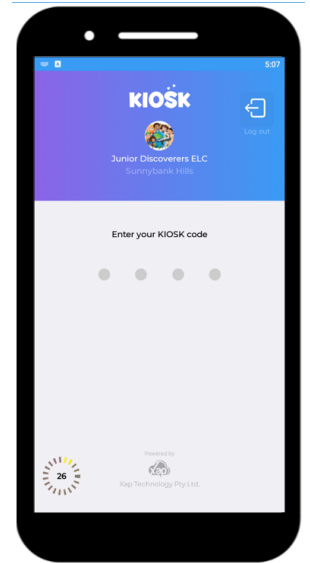
2. Then select Next.



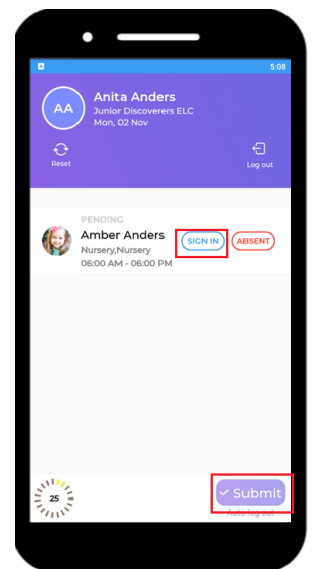


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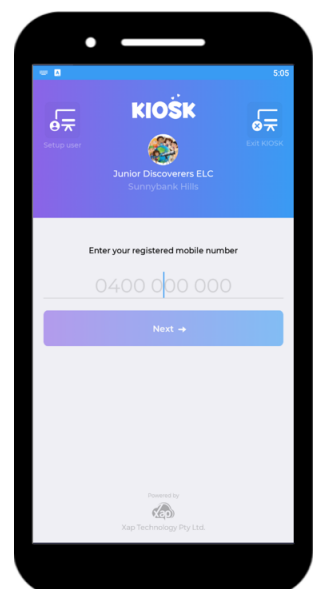
3. Add in your secure** Kiosk PIN**.



4. Select the option of Sign In
5. Select Submit



6. Once selecting Submit, your child/ren have been successfully signed into the Service and you will be taken back to the Kiosk login screen



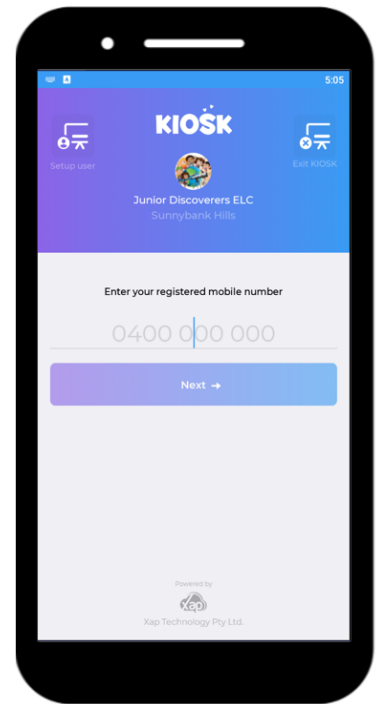


SIGNING YOUR CHILD IN/OUT OF THE SERVICE USING THE KIOSK

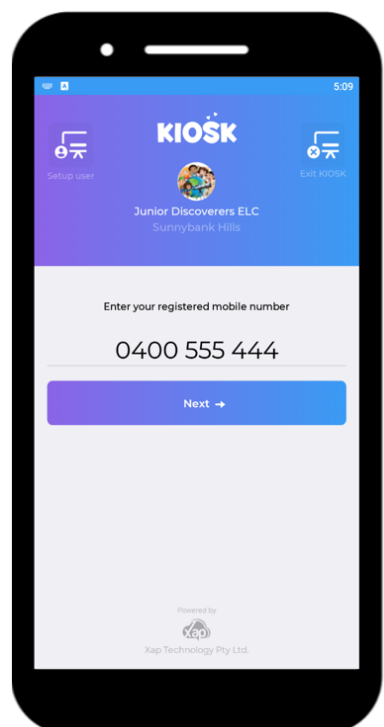
Signing your child out of the Service

When you have come to collect your child, they will need to be signed out via the Kiosk.

1. Add in your mobile number on the below screen.



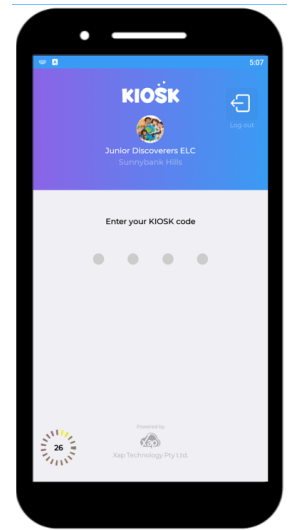
2. Then select Next.



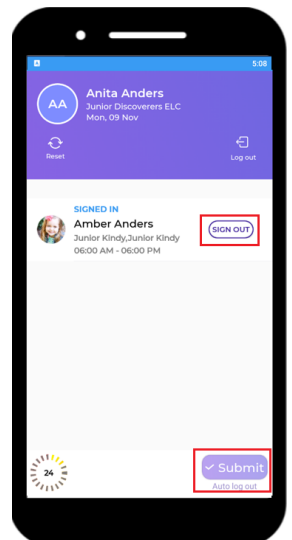


SIGNING YOUR CHILD IN/OUT OF THE SERVICE USING THE KIOSK

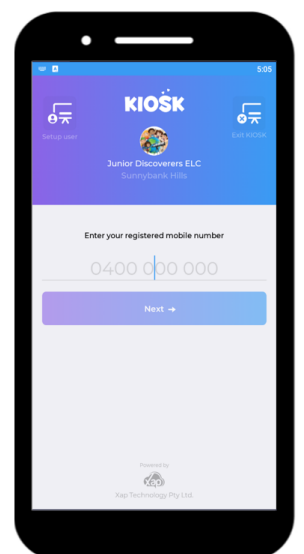
3. Add in your secure ****Kiosk PIN****.



4. Select the option of Sign In
5. Select Submit



6. Once selecting Submit, your child/ren have been successfully signed into the Service and you will be taken back to the Kiosk login screen



To assist you further with this process, you can view the video through the Xap University for Guardians & Carers - [Signing your Child In & Out of Kiosk](#)