



Hello Parents!

We are excited to offer a new component from Procure to help implement a contactless sign-in/sign-out procedure at Hope Lutheran Preschool. This is an app that can be downloaded to your phone, and will prompt you to sign your child in or out when you enter our campus. It only takes a few clicks to sign in or out and can be done while you wait in carpool. You will also be prompted to answer the health questions on your phone in the mornings, which will help speed up the drop off process.

You will receive an email invitation from Procure Connect, with instructions for downloading the app and signing into your account. Once you are signed up, be sure to set your location services/gps to “always on”, so that you will be prompted when entering our campus.

We will be implementing this system when school starts in August, so we hope you will go ahead and sign up and familiarize yourselves with the process. If your child is enrolled in Summer Expressions, please go ahead and try out the app over the next couple weeks.

As always, please email, preschool@hopelutheranwf.org, or call, 919-453-0388, with any questions. Thank you!

To sign your child in or out:

When you enter the Church campus you will receive a notification saying, “Looks like you are in school! Tap the button to sign in”. This will then launch the Procure Connect app. Once the app is open, you will need to do the following:

- Select the scan icon in the upper right hand corner.
- Select the Sign in-out button on the bottom of your screen.
- Select the child you are signing in or out and click the sign in/out button at the bottom of the screen.
- This will bring up the health questions. Select yes or no and type in any additional notes we need to know. Please note, if you can answer “yes” to any of the questions, you will need to keep your child home that day.
- After you answer the questions, click the submit button at the bottom of the screen. This will bring up the signature page. Sign your name and click Done. Your child is now signed into the preschool!

At pick up you will follow the same instructions to sign your child out.

