Open arms
LUTHERAN · CHILD · DEVELOPMENT · CENTER
4000 Roswell Road, N.E. · Atlanta, Georgia 30342
404-256-1330

ProCare Security Code
(Please Print Clearly)

Parent's Name: _____

Child's Name: _____

4 Digit PIN No:_____   4 Digit Password: _____

Return this slip to the front desk with your enrollment packet. If your 4-Digit codes are not available the office will assign a number for you and will notify you.

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(Open Arms Administration Clip & Return to Parent w/Final Code Assignment)

Important: Please note that your code will not activate on the computer until the 1ˢᵗ day your child is in attendance.

Signing your child in at the Front Desk Computer

1. Click **Start Here** (happy face)
2. Enter your **Pin No.:** _____and click Enter
3. Enter your **Password:** _____ and click Enter
4. Click the box with your child's name – you will see "Checked-In" with a time stamp.
5. Be sure to read any messages*, check your account balance, etc., if needed
6. Click **Finish**

* Note: Your account will not log out if you have messages in your message box. Please read all messages and then complete the transaction.

You can also view your account balance by clicking on the **Account** button. The software that we use automatically shows your existing balance at the bottom of the check in screen. **Tuition is posted every Monday.** A negative dollar figure indicates a credit on your account.