



Dear Families,

We are very excited to provide family apps to you that can save help you some time in your busy lives of caring for young children while also making communication easier! At Play & Learn we use two apps, Tadpoles and MyProcare! Learn more about the purpose of each app and how to access them both in the chart below!

 <a href="http://www.tadpoles.com">www.tadpoles.com</a>	 <a href="http://MyProcare.com">MyProcare.com</a>
<ul style="list-style-type: none"> <li>• Used for family and teacher communication</li> <li>• Families use to complete daily health screenings when attending or communicate absences when staying home</li> <li>• Families can send notes to teachers about anything important including drop off notes for a smooth transition!</li> <li>• Teachers can send photos, videos, daily reports to keep you informed of the daily activities and learning experiences and friendly reminders to keep you prepared</li> </ul>	<ul style="list-style-type: none"> <li>• Used for checking your child in and out of the center each day on the kiosk in the center entrance (teachers will check your child into Tadpoles)</li> <li>• Used for paying tuition and communicating with finance</li> </ul>
<ol style="list-style-type: none"> <li>1. Visit <a href="http://www.tadpoles.com">www.tadpoles.com</a> and click log in at the top right</li> <li>2. Select Parents on the left</li> <li>3. Choose sign up under “use a tadpoles account”</li> <li>4. Use the email address that is currently on file with our school</li> <li>5. If it’s a Gmail account, you can sign right into the account</li> <li>6. If it’s not a Gmail account, enter your email, choose submit and check your email for the link to establish your password</li> <li>7. The same login information will be used to access your account via the <a href="#">free</a> Tadpoles Parent app as well.</li> </ol>	<ol style="list-style-type: none"> <li>1. <b>Go to <a href="http://MyProcare.com">MyProcare.com</a></b></li> <li>2. Enter the same email address you already have on file with Play &amp; Learn</li> <li>3. Choose Secure Login</li> <li>4. Enter the confirmation code sent to your email, choose a password and press Submit.</li> <li>5. View your child's account.</li> <li>6. Use the <b>Pay</b> button to make a payment with your card.</li> <li>7. Use each day to sign your child in and out on the Procare kiosk in the center entrance.</li> </ol>

Each classroom is equipped with an iPad or tablet specifically used for the Tadpoles program. If you see a teacher on a tablet, rest assured, they are only using the device to input information into Tadpoles. The devices are locked down, giving teachers access to only the Tadpoles software.

We consider all information captured within Tadpoles to be a private communication between our school and our families. No personal information is shared with any external parties or other families. The confidentiality of all information is maintained through the security features of the Tadpoles software.

We are committed to continually strengthening our home-to-school connection through Tadpoles and ProCare! We feel confident that you will love Tadpoles and the level of involvement it allows you to have with your child’s daily experiences while at our school. We are happy to answer any questions or concerns you may have about Tadpoles or ProCare!