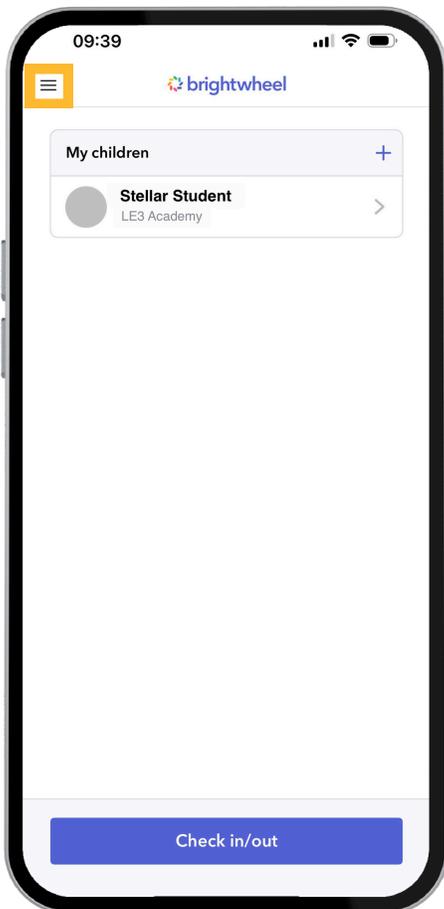# LOCATING YOUR CHECK–IN CODE

CHECK-IN CODES ARE USED TO TRANSFER A CHILDS CARE TO AND FROM THE CHILDCARE CENTER.
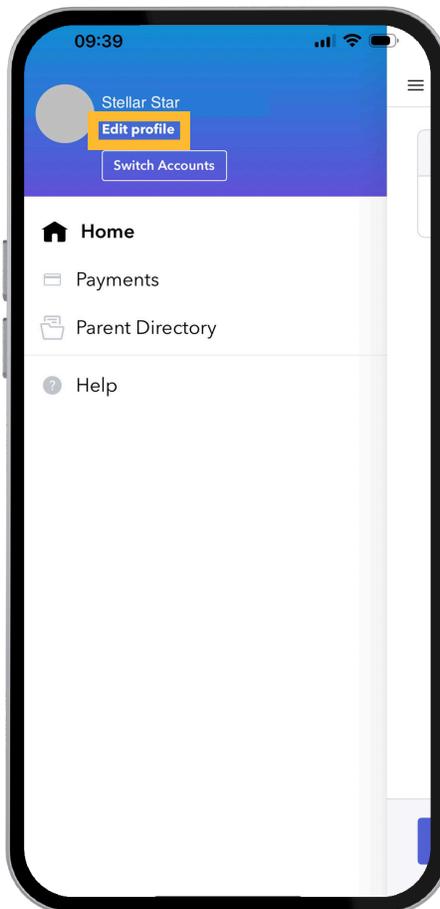
STEP 1.

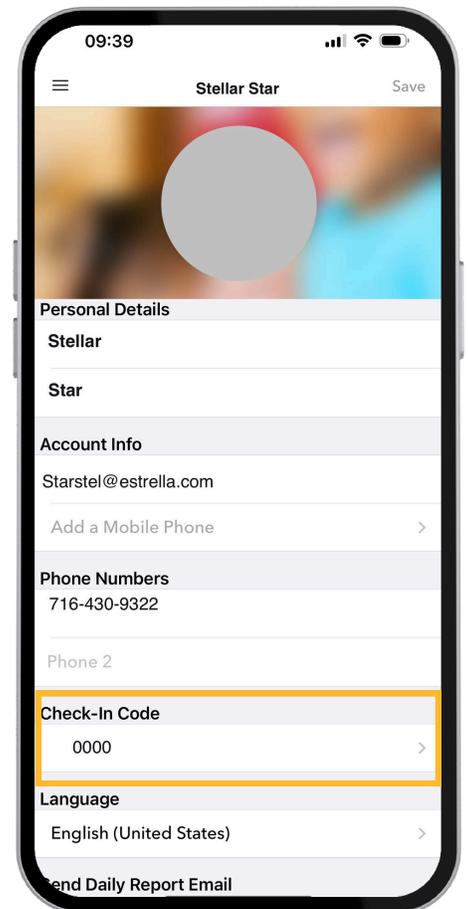Open Brightwheel and click the **Menu Icon** at the top left.

STEP 2.

At the top left of the page, click **Edit profile**.

STEP 3.

Locate your **Check-In Code.** Tap the code to change it.

YOU CAN ALSO SCAN THE QR CODE AT YOUR CHILDS CENTER TO CHECK THEM IN AND OUT

*Check-In Codes are unique and cannot be the same as another individual in your Childs center.

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