

Adding Contacts for signing in and out your children

Contacts are people nominated by the **Primary Carer** of a child who are authorised to **sign in/out of the centre** using the XPlor Hub on our Centre's iPad within the service

Contacts (also referred to as Authorised Nominees) added by a primary carer will be automatically added to your Contacts Tab. If you need to edit or remove contacts please contact the Centre.

Click the 'Account Tab'
Click Contacts and Next
Click Add

