



HEPHZIBAH ELEMENTARY SCHOOL

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Hephzibah, GA 30815

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Mr. Scott Kennedy
Principal

Mrs. Stefance Berry
Asst. Principal

Dear parents and/or guardians,

In our ongoing efforts to enhance your children's safety, we have decided to begin using the PikMyKid Dismissal Application. Throughout the country, it has been proven to simplify dismissal, reduce traffic congestion, and most importantly, improve overall safety. Whether you have an Android phone or an iPhone, at your convenience, visit the appropriate app store and download the **PikMyKid app**. Once downloaded, the registration process is very simple. We have attached instructions of how to do this. Registration is for **ALL** students, no matter how they get home. We will begin using the PikMyKid system on Monday, Sept 21, 2020, so get ready.

Here are a couple highlights for you to consider.

1. You will be able to easily change the pickup individual, the pickup mode, and send your child to an 'After School' program up to 30 minutes before dismissal. And you will receive a text notification acknowledging that change.
2. You will receive a notification from our school as your child leaves campus. This means you will be aware of the precise moment your child is dismissed, **whether it be on a bus, by walking, or in the car line.**

Your children will be bringing home a PikMyKid Car Tag today. As you register in the App, **use this number**. You will be the Primary Parent for your child and in control of their dismissal. You can delegate alternate individuals, but they should have the App also as it will send a matching number to the phone for us to validate the correct person is picking up the proper child. You will be asked for the necessary information (Child Name, Grade, Teacher, Dismissal Mode, & Car Tag Number) upon registration. We are only sending one tag home for registration purposes, so please notify Ms. Lucky or Ms. Berry as soon as possible if you need more Car Tags for the car rider line with the number that you need. After registering, if your student is a car rider, please go ahead and place it in the front window of your car so that it won't be misplaced.

That is all there is to it and we are on our way to a Safer School!

Sincerely,

Dismissal Team

Hephzibah Elementary



PARENT APP USER GUIDE

Get Started

The PikMyKid app is available for download on your smartphone's app store (Google-Play or iTunes).

Each parent & user will need to register on their own smartphone with their own information.

Registration

Once you have downloaded the PikMyKid phone app, you will press the "Register" button and follow the prompts to sign up

What is your name?

First

Last

Next

What is your phone number?

USA or Canada (+1)

Mobile Number

Next

What is your email?

Email

Next

Password

Password

Confirm Password

Confirm Password

Next

OTP Code

After you press "Submit", you will be sent an OTP code by text message. Please enter this code into the next screen. This will complete your registration process!

*Parents can use our website parentapp.pikmykid.com to register and make dismissal changes.

Note: Announcement is only available through the parent phone app.

Don't see your child?

If you are a parent/guardian and do not see your student, it is likely that the school does not have your mobile number or the information on file is incomplete.

For support, parents can call (813)-864-7627

Blank Screen? Missing OTP code?
Email support@pikmykid.com
Be sure to include the name of the school, the child's name, the dismissal ID, and your mobile number, with your questions.



PARENT APP USER GUIDE

Q How do I add a change to my child's dismissal schedule?

- 1) Select the pencil icon in the corner next to the school name --> Select the Edit button next to child's name. Select OK on the next screen to display your child's calendar--> choose the date for the change
- 2) Select "Change Pickup Mode", "Delegate to Another Person", or "After - School Programs" and follow instructions on the screen depending on the choice of dismissal. Decide if it is a recurring change—if so, for how long and how often (weekly, daily, monthly etc).
- 3) Select "Save Pickup Change" to submit. You and the school will be able to see the changes on your child's calendar!

Q How do I announce my arrival to the school?

- 1) Parents can only announce at school, during the **set dismissal hours** if the school has the Announce feature enabled on the school portal.
- 2) Make sure your phone's location services are enabled on both your phone and your PikMyKid parent app.
- 3) Stop at the stop sign and select the GREEN ANNOUNCE button.

Q How do I manage my delegates?

- 1) Select the three bars at the top right corner to access your app menu, then select Manage Delegates.
- 2) Select **Add Delegate** to create a new contact. You can also Edit, Delete or Block delegates as needed. *Blocked delegates will still be on your contacts but they won't be visible on your list when adding a Delegation to your child's calendar.

Note: Delegates are not able to see your child on their app until you assign them to your child's calendar for specific dates.



PARENT APP USER GUIDE

Announcing

The app's home screen allows you to see your children, view their pickup mode, and announce your arrival.

Pickup Changes

From this screen, you will be able to change the way your child will go home. You can also make this a recurring change.

Delegation Changes

To change who your child goes home with, you'll use this screen to enter the delegate's information.

Default pick-up

Select the pencil from this screen to change your child's default pick-up mode. If you don't see the pencil, contact your App Support

App Support

From the menu (≡) in the top right corner of the app, select "Support". Fill out and submit the form to be connected with a friendly customer service human.