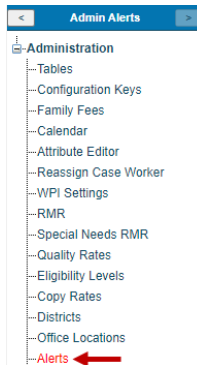


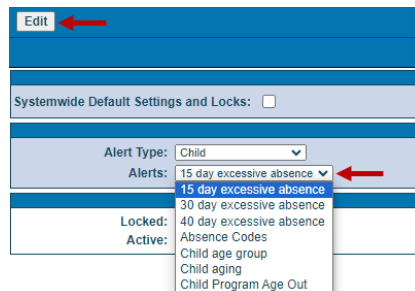
KinderTrack – 15 Absences Alert

Absences are counted when the child has no **In** or **Out** attendance. The parents will receive a notification in KinderConnect, which will help alert them that their care is at risk.

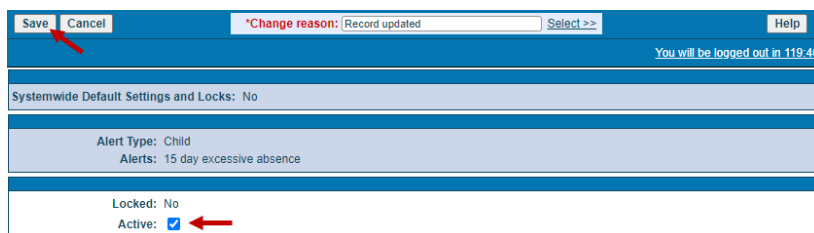
A Press **Alerts** under **Administration**.



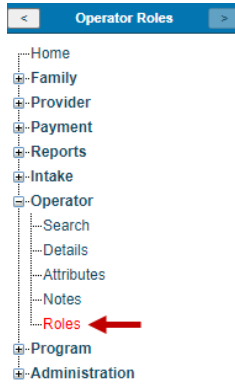
B Select **Child** from the **Alert Type Absence Notification** drop-down. Then select **15 day excessive absence** from the **Alerts** drop-down. Press **Edit**.



C Select the **Active** checkbox and press **Save**.



D Alerts are specific to Operator Roles. To set up Alerts specific to each Operator, go to the **Operator > Roles** page.



E Select the **Operator Role** you would like to get the alert. Press **Edit**.



F Select the Child checkbox from the **Alert Types** table. Press **Save**.

Alert Types:

Alert Description	Assigned
Operator-to-Operator	☐
NightRun Failed	☐
Family	☐
Parent	☐
Parent Need	☐
Child	☒
Schedule	☐
Provider	☐
Provider Contact	☐
Payment	☐
Interface Change	☐
Referral	☐
Intake	☐