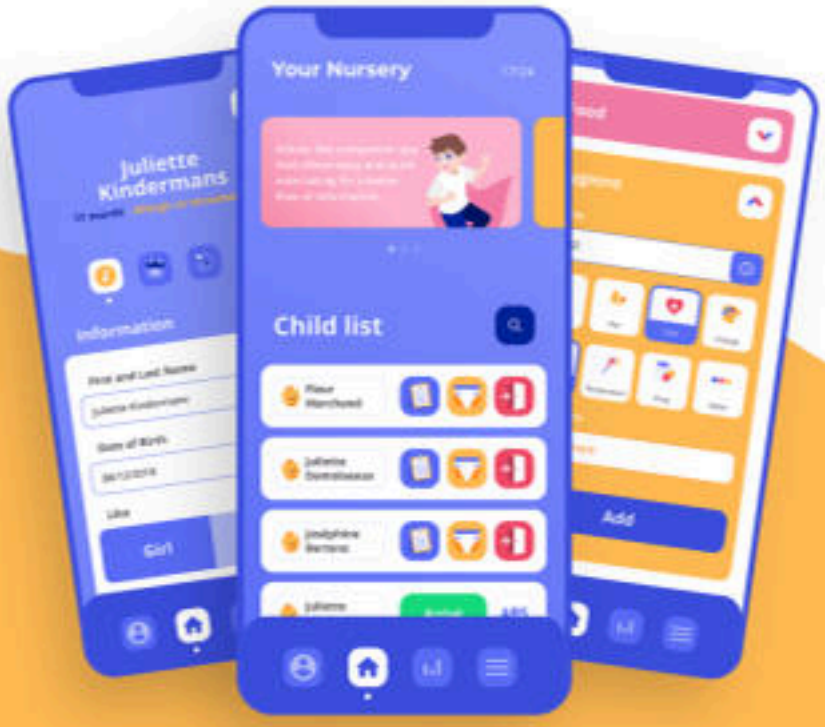
Guide for Parents

kidola



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Access to the App

Kidola

Download the Kidola app from the App Store (for iPhone) or Google Play Store (for Android).

Alternatively, you can open www.kidola.app in any browser – it also works on a PC or Mac.

Getting Access:

As soon as the Maison Relais activates your access, you will receive an email with your password.

(Please also check your spam folder.)

Login:

- Login: Your email address
- Password: The password from the email

If you forget your password or would like to set a personal one, simply click “Forgot password” to request a new one.

kidola

Google Play

App Store

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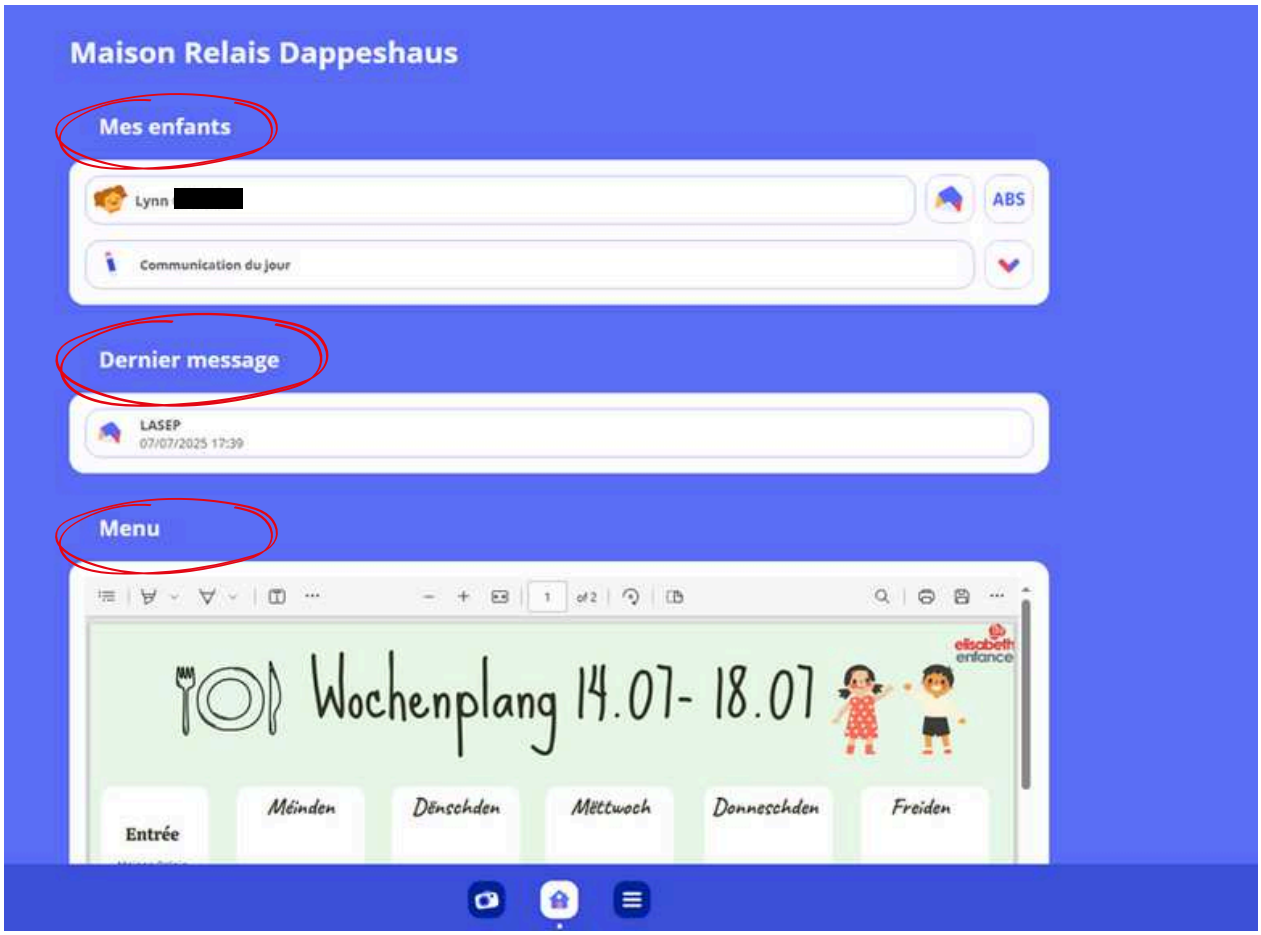
Guide for Parents

Home Screen

On the Home Screen the following information is displayed:

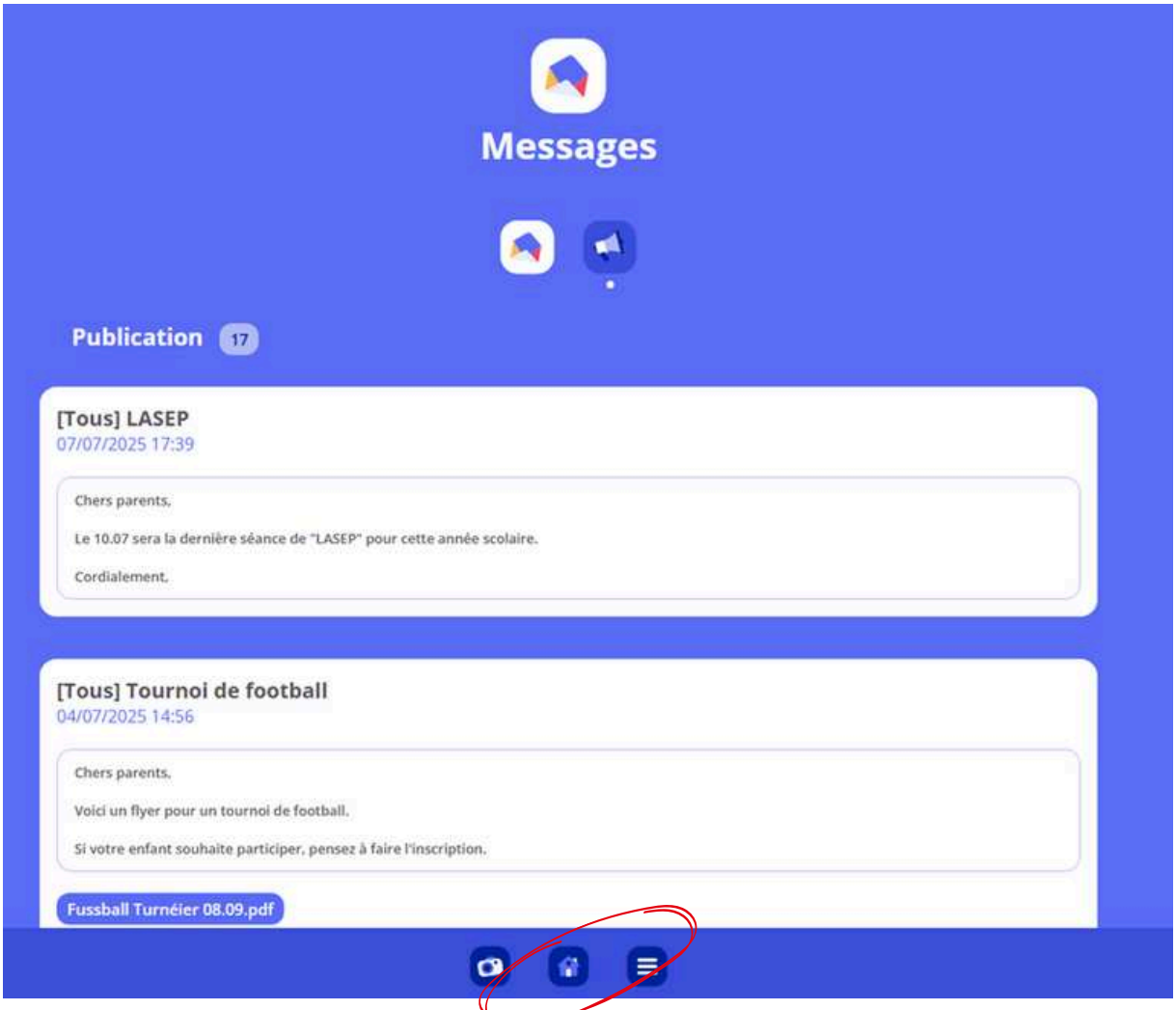
- Your child
- The latest message from the Maison Relais
- The current weekly menu plan



Guide for Parents

Access the main menu

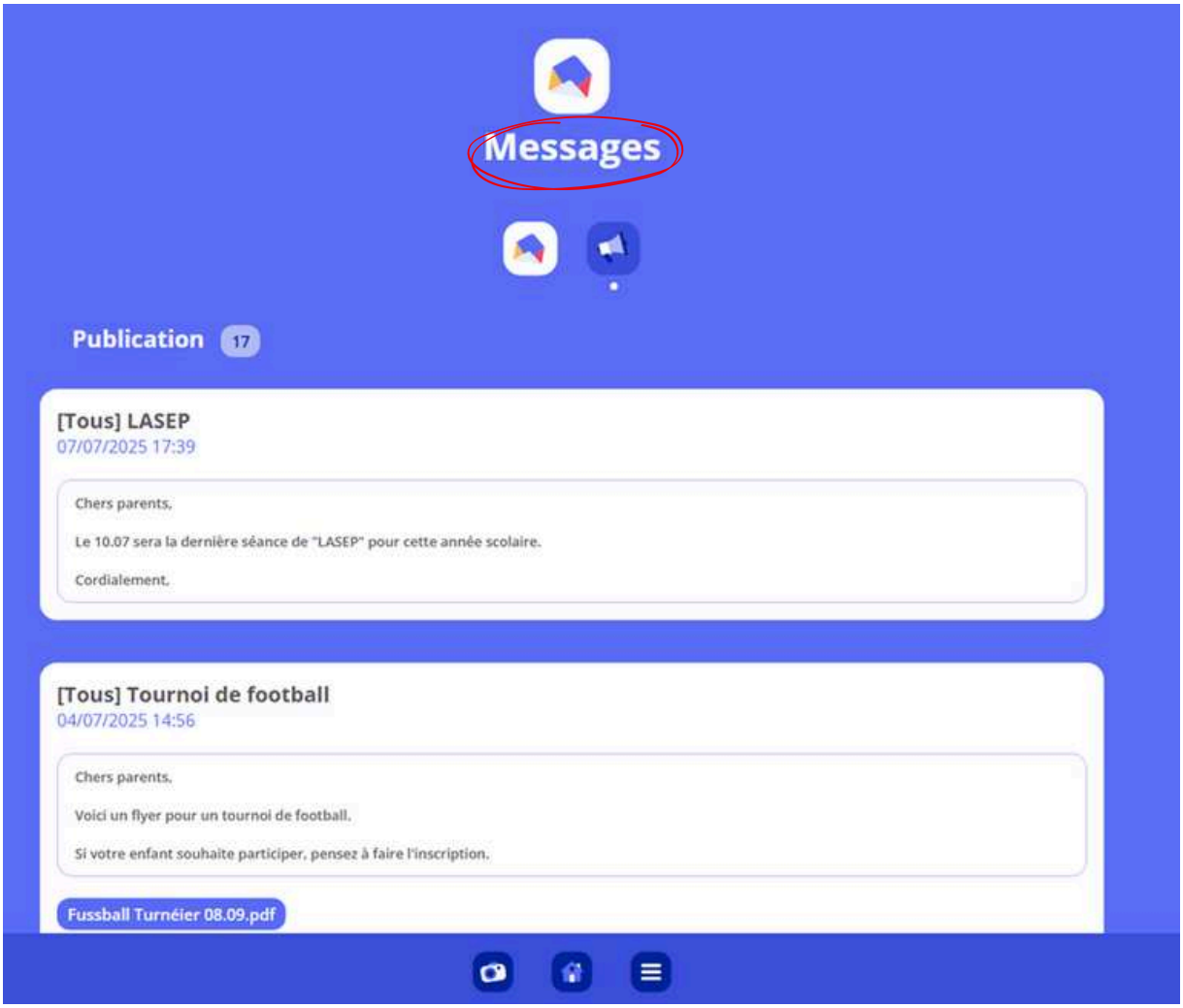
To return to the home page, simply click the house icon at the bottom.



Guide for Parents

Messages sent by the Maison Relais

Under “Latest Message,” you will find messages from the Maison Relais as well as the entire message history.

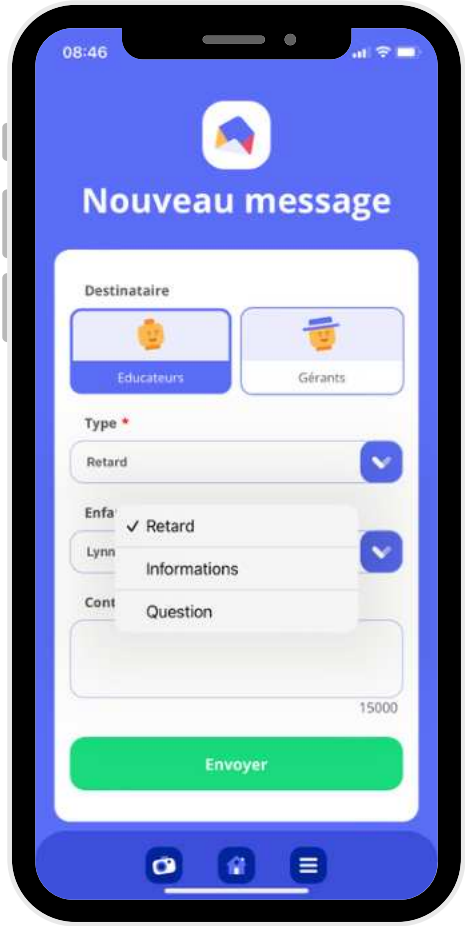


Guide for Parents

Contacting the Maison Relais

By clicking on the envelope icon, you can send messages to both the educators and the management of the Maison Relais

Under "Type," you can choose between Delay, Information, or Question.



Guide for Parents

Message of the Day

If you would like to create a “Message of the Day,” you can do so anytime before your child arrives at the Maison Relais.

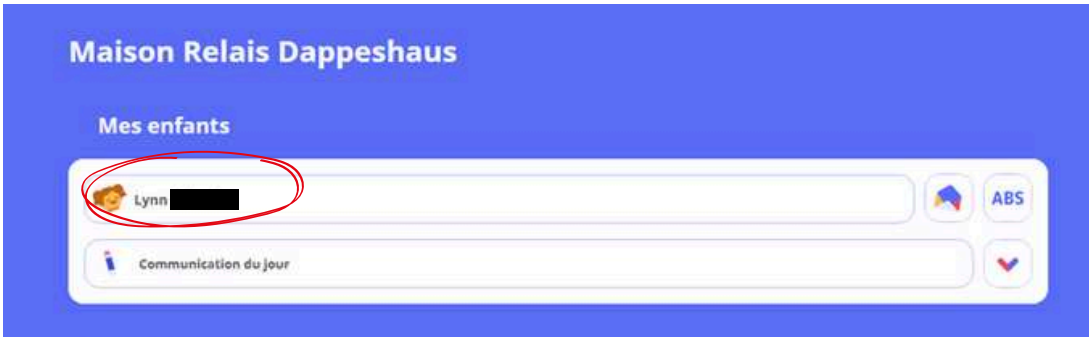
For example, the message can serve as a reminder.

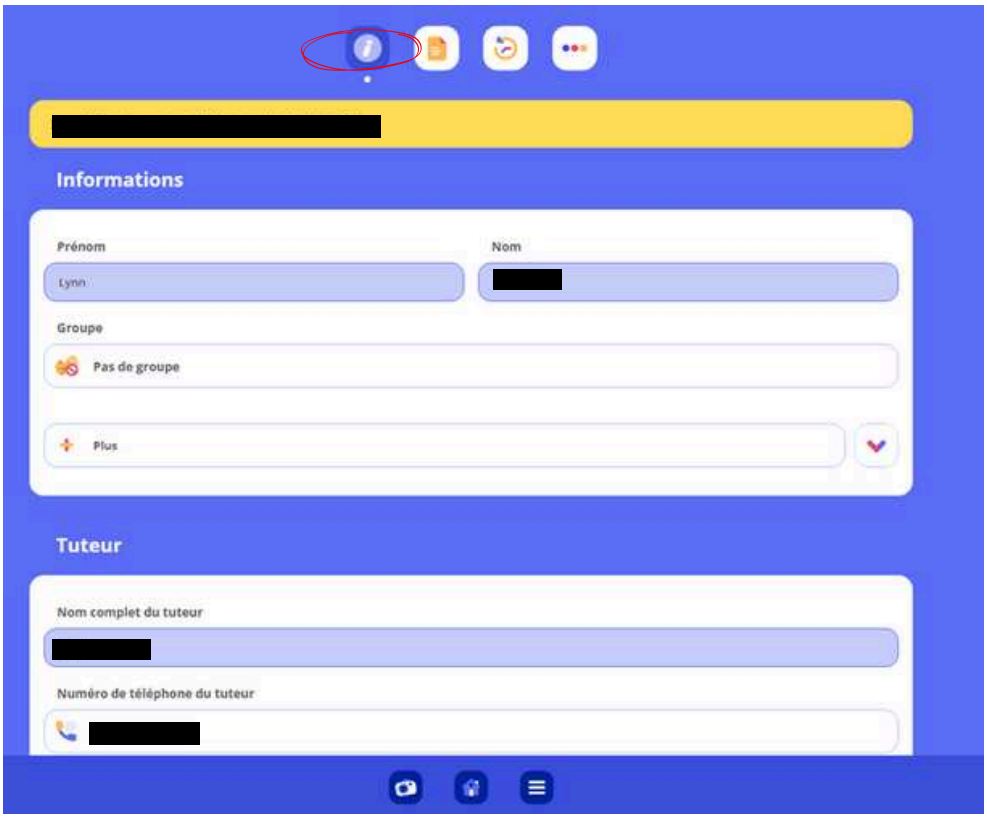
Guide for Parents

General Information About Your Child

If you want to view information about your child, please click on your child's name.

There, you will find all relevant details about your child, the legal guardians, and the trusted contacts.

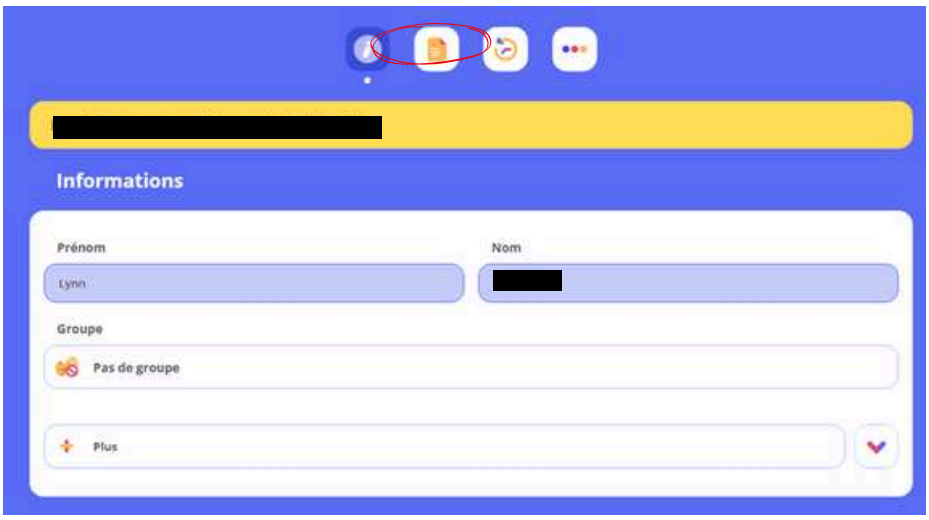


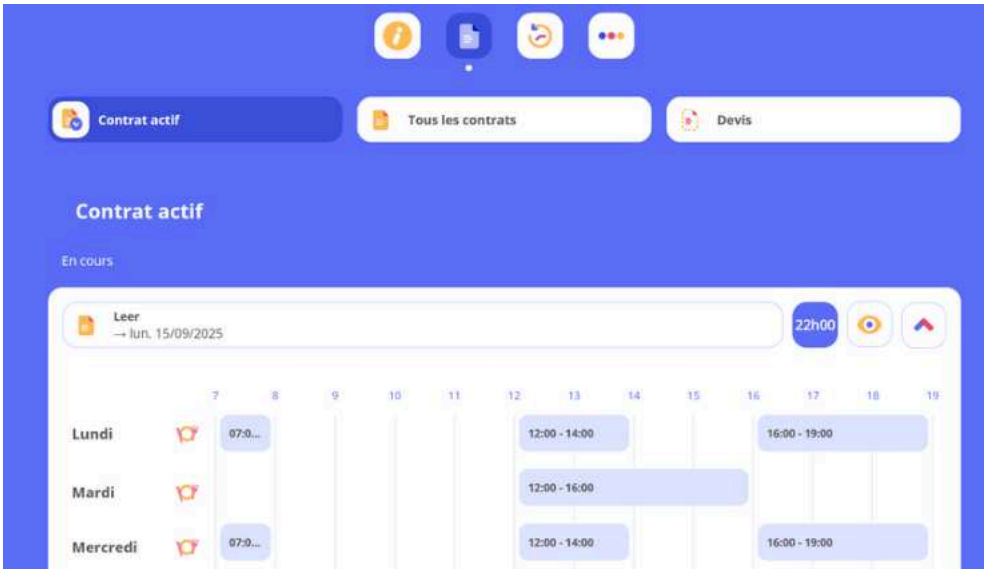


Guide for Parents

Contract

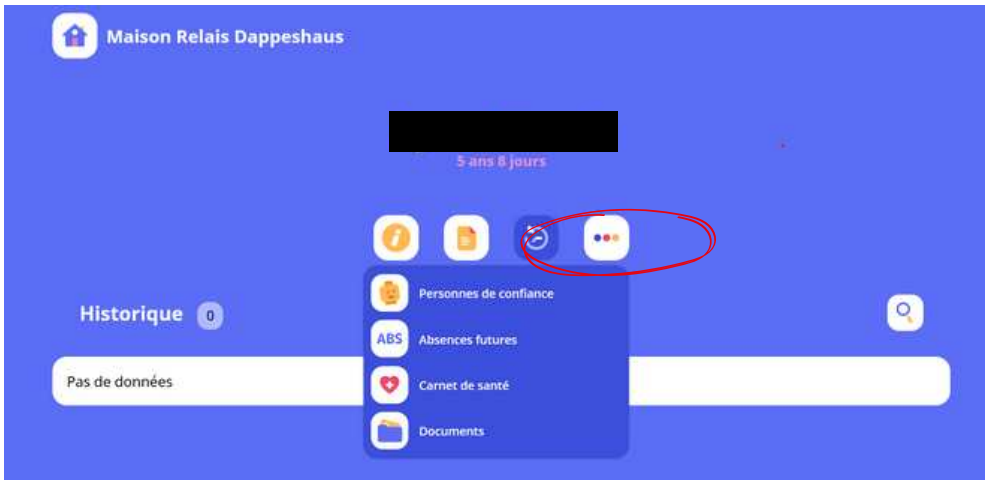
In the “Contracts” section, you will find your child’s current contract.





Under the three-dot icon, you will find the following information:

- Trusted Contacts
- Upcoming Absences
- Health Record
- Documents

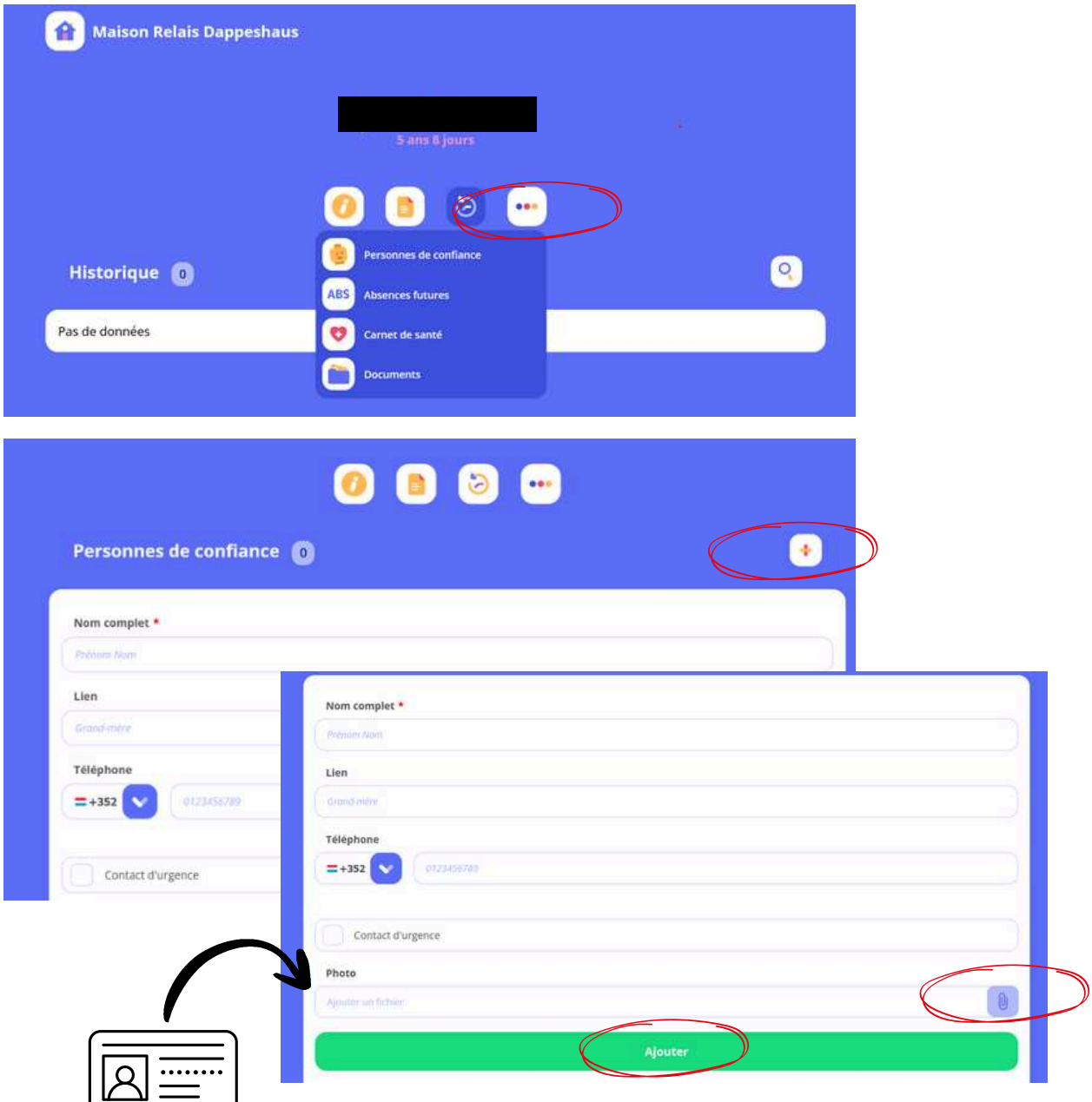


Guide for Parents

Trusted Contacts

If you would like to add a trusted contact, please first click on the “+” icon and then fill in the required information.

Additionally, please upload the ID of the respective person in the “Photo” section.

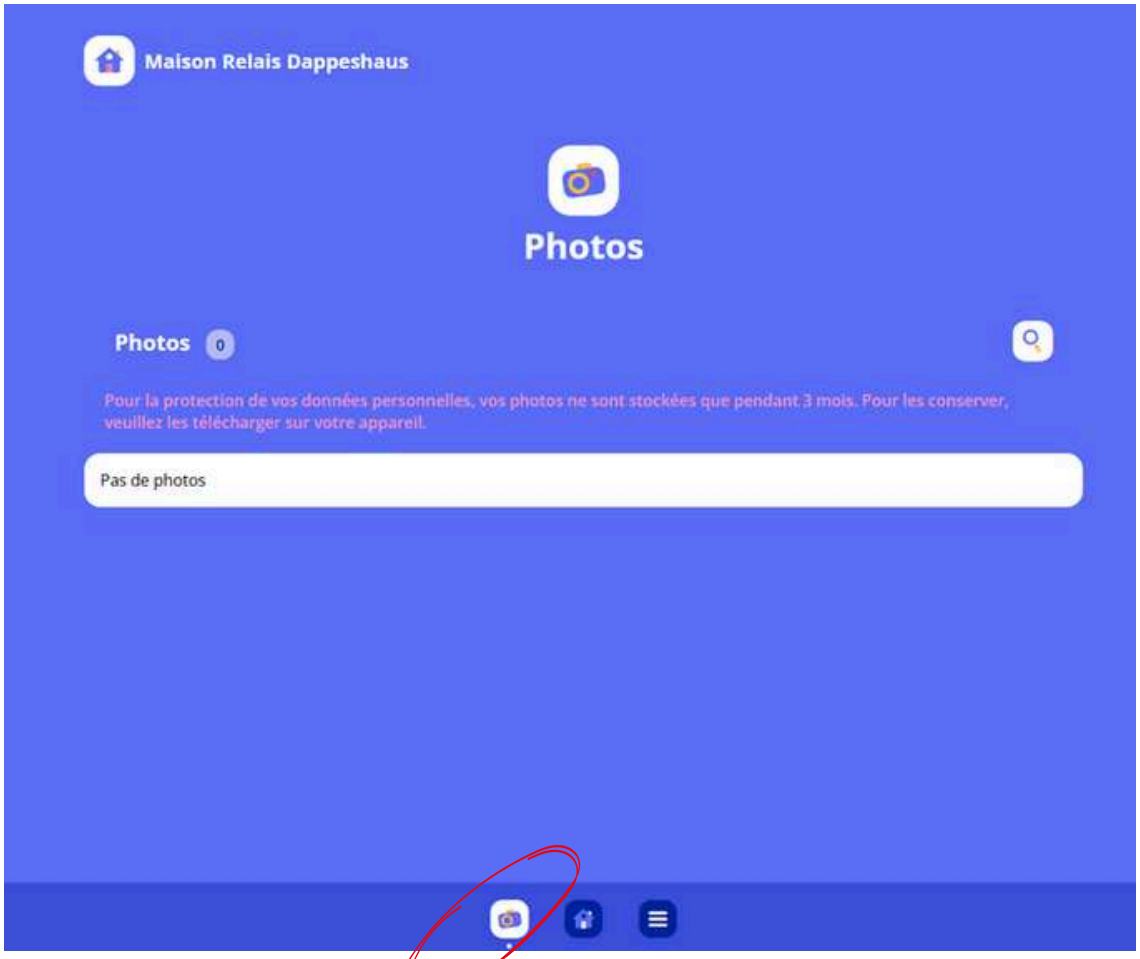


Guide for Parents

Photos

When the Maison Relais shares photos with you, you can access them by clicking on the photo icon.

To keep a photo permanently, it must be downloaded.

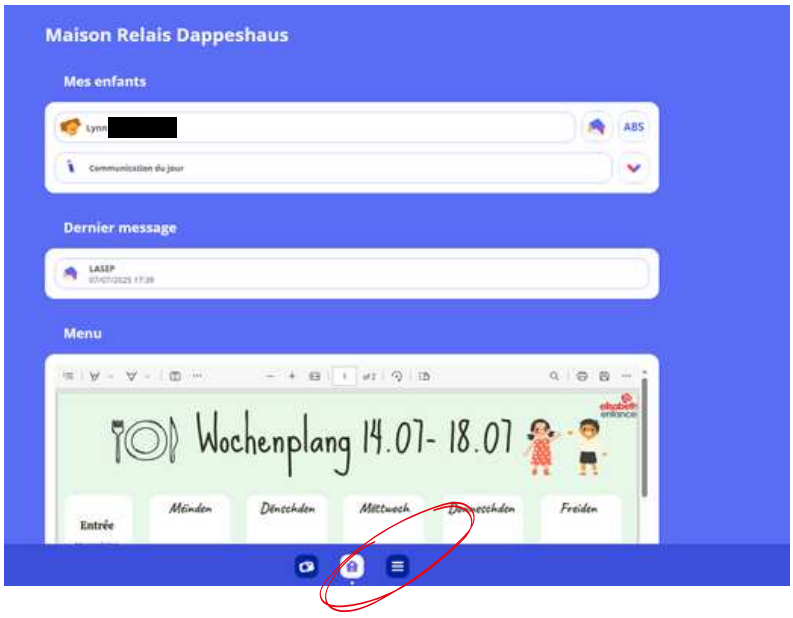


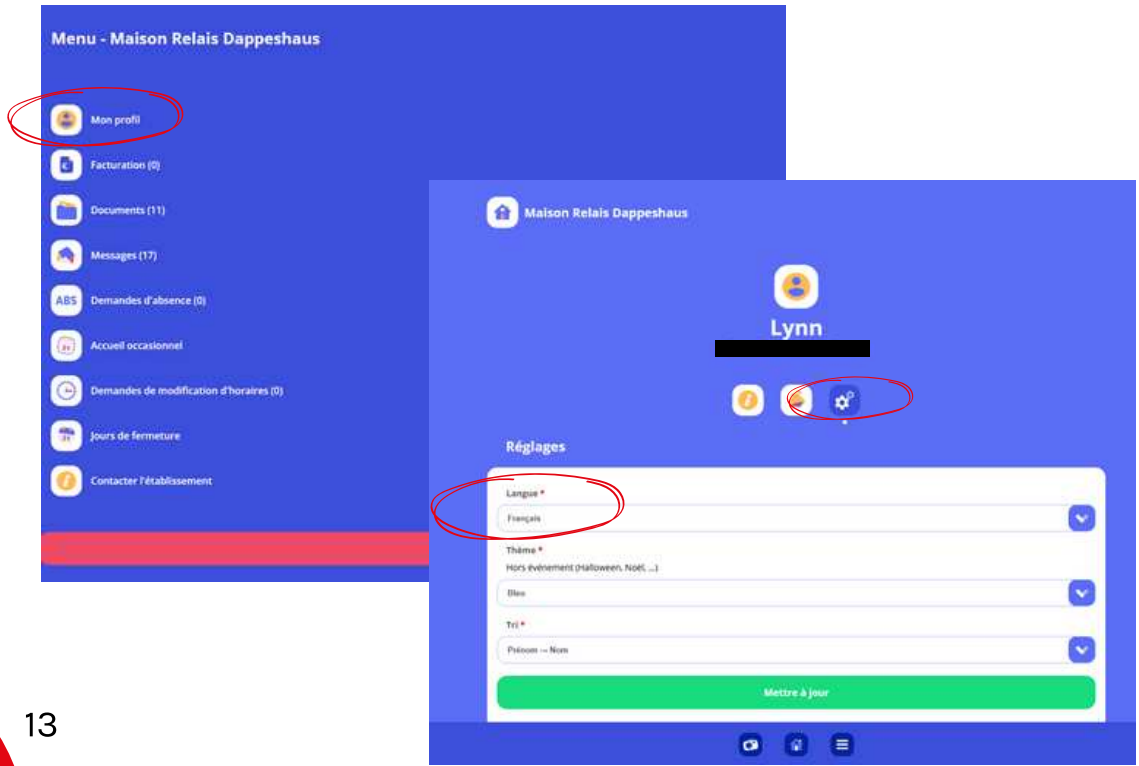
Guide for Parents

Language Settings

To change the language settings, click the three-line icon at the bottom of the bar.

Then select “My Profile” and go to “Settings,” where you can adjust the language.

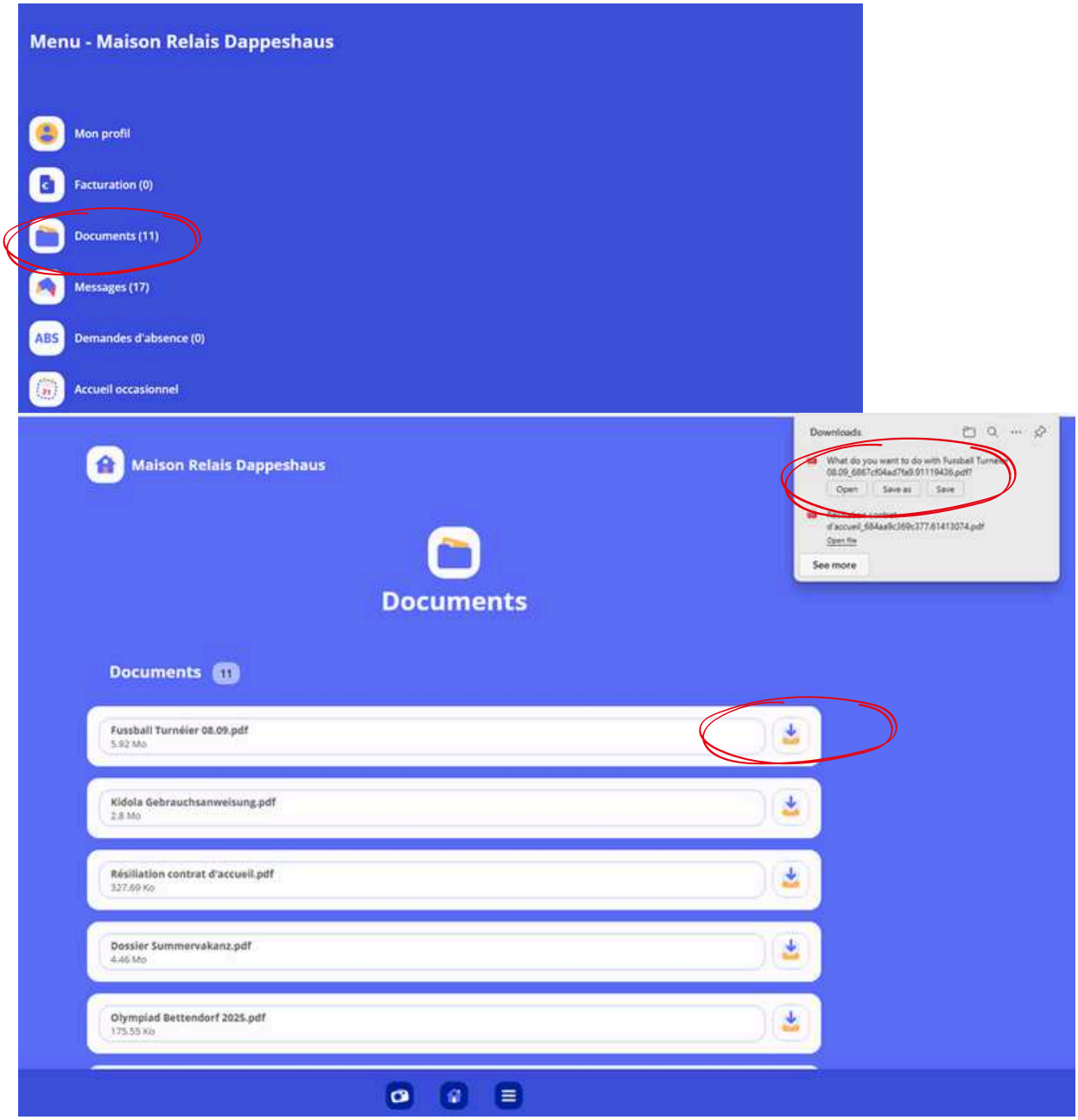




Guide for Parents

Documents

Under “Documents”, you will find all the necessary files available for download.

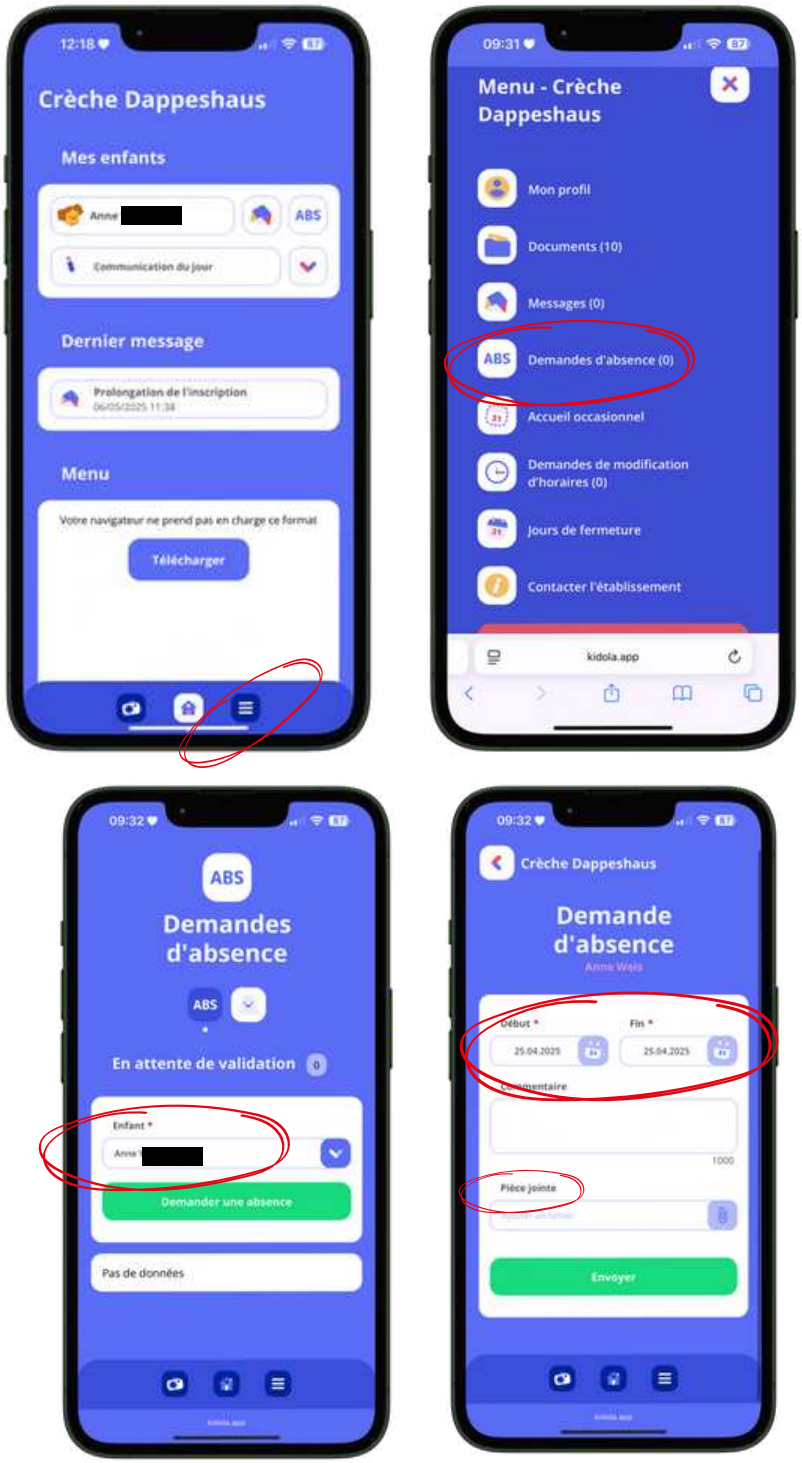


Guide for Parents

Absence Requests

If you want to register your child's absence for the entire day, please click on "Absence Requests."

Then select the relevant day and, for example, upload a medical certificate under "Attachment."



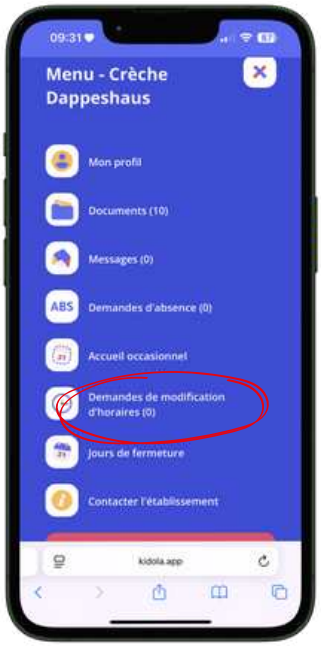
Guide for Parents

Overview: Registrations, Changes, and Holiday Enrollment

Here you can request the following changes:

- monthly registrations
- changes to the modules for the upcoming week
- deregistration from specific modules
- enrollment for the holidays

Please note that you need to fill out the form separately for each desired week and then submit your request.



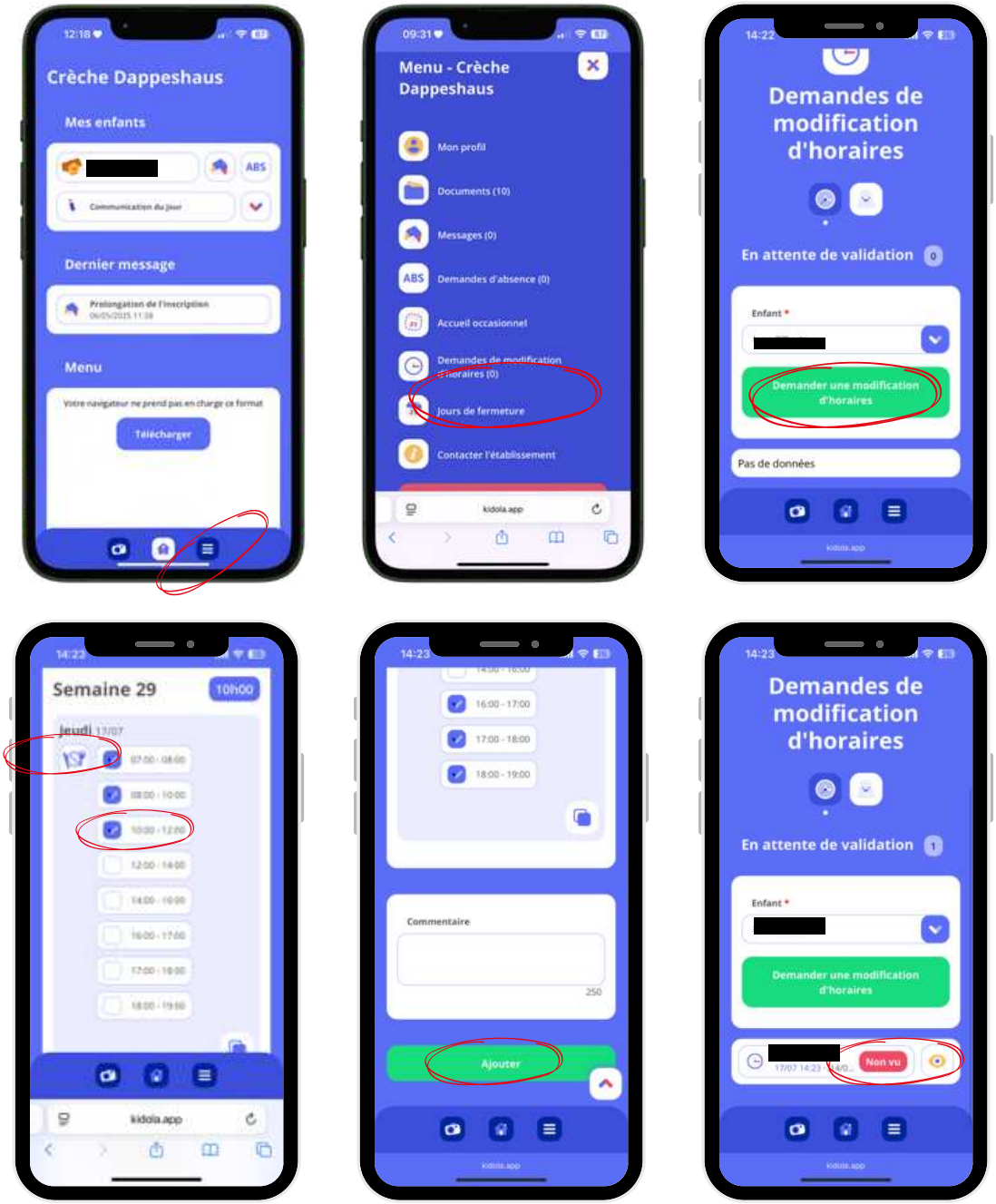
Guide for Parents

Requests for Schedule Changes

If you wish to make a change to your registration or an individual module, please enter the desired changes under “Requests for Schedule Changes” and submit your request.

Please note: A separate application must be submitted for each sibling!

Your request will then be reviewed and either approved or denied by the Maison Relais.



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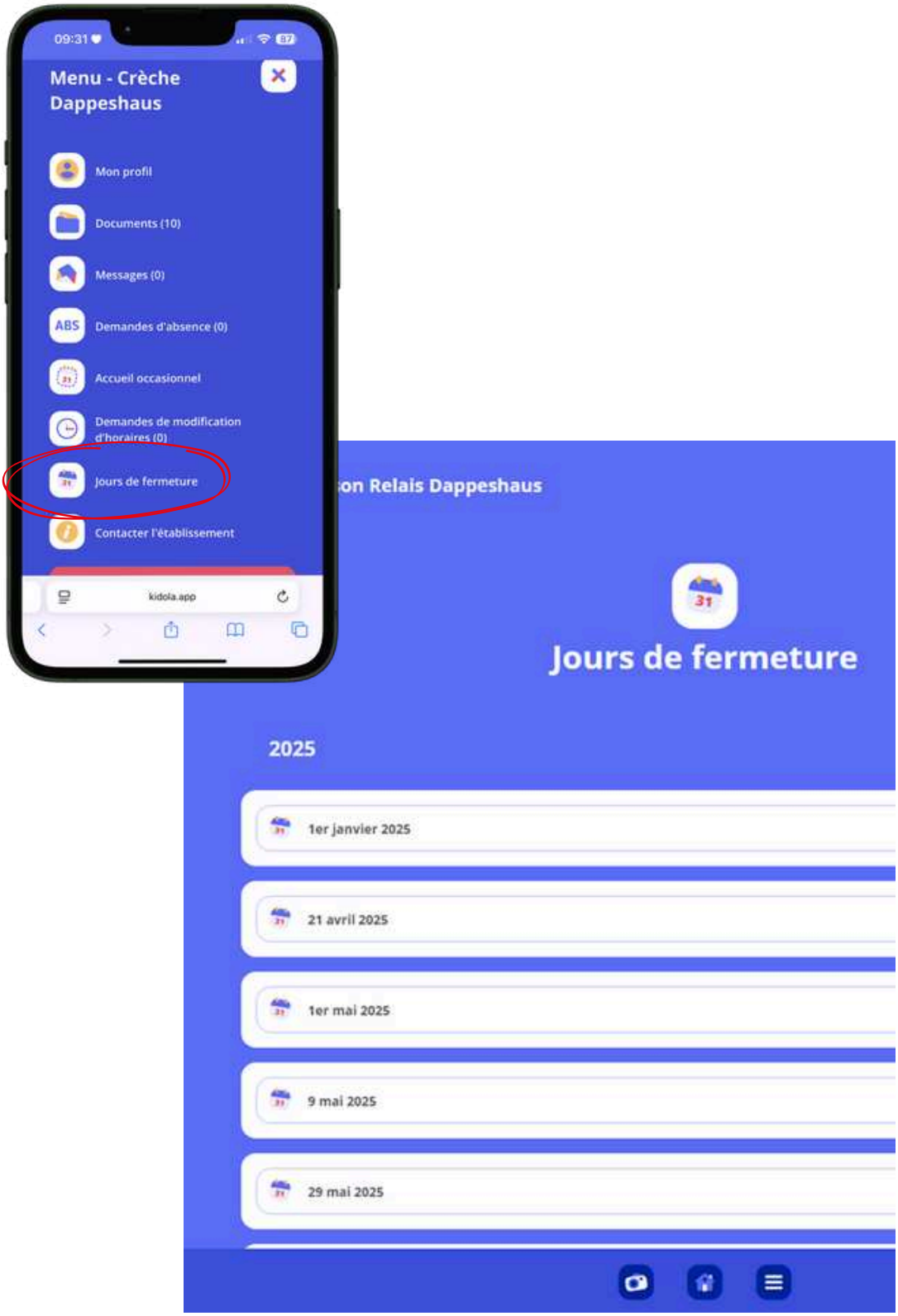
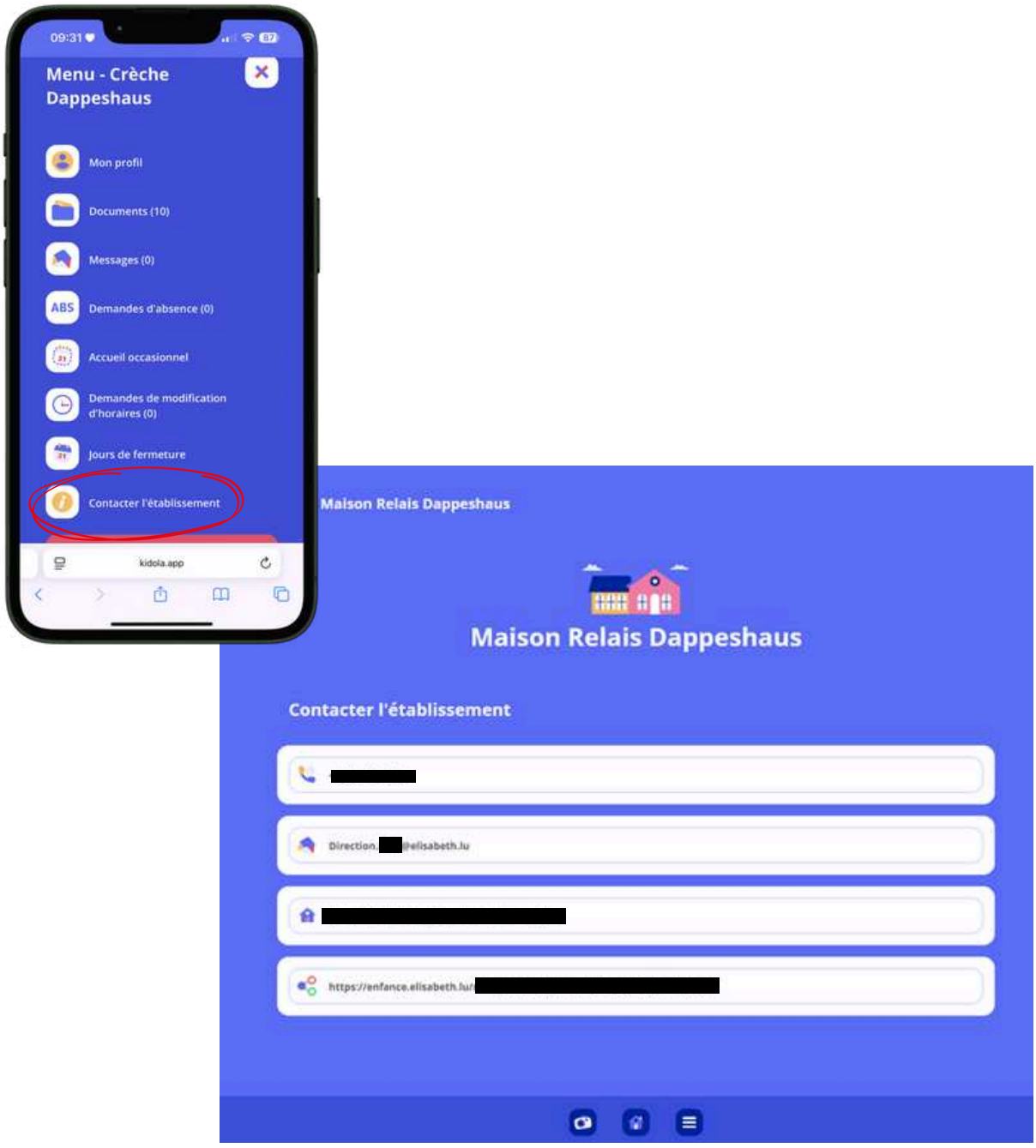
Guide for Parents

Closing Days

You can view the Maison Relais closing days under ‘Closing Days’.



Guide for Parents

Contact the Institution

Under the section “Contact the Institution,” you will find the contact details of the Maison Relais.