



Time & Attendance

Case Study

Industry

Child Care

Business Challenge

The number of children using the Santa Rosa City School District daycare continues to grow. They needed a system that could monitor and track the number of hours that each child was present at the daycare and provide accurate documentation for billing.

Solution

Acroprint data collection terminals and Pendulum time and attendance software.

Benefits

- Generates multiple reports
- Automates time & attendance process
- User defined fields allow the user to name departments and groups specific to business
- Easily upgradeable and expandable

Acroprint Time Recorder Company

5640 Departure Drive
Raleigh, NC 27616

919.872.5800

www.acroprint.com

If you think your day is challenging, imagine keeping track of 400 students each day who are on different schedules and come and go at different times. That is exactly what the day care program for the Santa Rosa City School District accomplishes each day throughout the school year. The daycare program is open from 7 am to 6 pm, Monday thru Friday and operates at three sites. Parents choose from six payment options for their children, according to the hours they spend at the daycare during the week including drop in, less than 6, less than 12, 12 ½ to 25, 25 to 35 and 35 to 45. The amount of time parents are billed corresponds with the amount of time the child is at daycare.

The Santa Rosa City School District daycare has saved money and valuable time by installing an automated time and attendance system. An Acroprint data collection terminal has been placed at each daycare site and the students are assigned a badge to track their time. The students swipe their badge to punch IN and OUT and parents are billed from the data on the time sheets. Mary Pappas, District Child Care Supervisor said that “the students love to swipe the cards, because they get their own card that looks similar to a credit card and their name is displayed when they swipe IN/OUT”. Badge cards are stored in badge racks next to the terminals so the process is simple and organized.

Before implementing the Acroprint time and attendance system the daycare was using more traditional time keeping methods. Time was stamped and each week the supervisor had 400 time cards to totalize and review. This time consuming process increased the probability for errors and it was difficult to track the hours with so many children's time to manage. By automating the process, Mary reported “I save 10 hours of time each week. We are generating about \$1,000 more dollars a month because the data is readily available and accurate after we implemented the system. When we were audited, we were able to show all the time records, how many hours were generated, the rate per hour that the parent was being charged and the billing record”.

With the time and attendance software, numerous report options are available. They are fast and easy to use. Parents sign up for a certain number of hours per week, now the daycare runs a weekly report to see if they went over the assigned hours. The daycare charges extra if the hours on the report do not correspond with what they have signed up for. If the daycare notices a trend, they can recommend additional payment options that best meet the parent and child's needs. If a parent contacts the daycare regarding their bill, now the supervisor has a quick reference point to show the number of hours that have been accumulated throughout the week for each student.

In addition, the supervisor can generate a Who's In/Who's Out report quickly. Even though the supervisor works in a different location, the information in the system is readily accessible. If a parent calls the daycare, the supervisor can confirm if the student is at the daycare.

The Acroprint time and attendance system has saved countless hours, provides accurate reporting and has helped streamline business processes for the daycare program. After three successful years of using the system, that is quality you can count on.