


How to Find Drop-off & Pick-up Numbers



1

LOG IN TO FACTS MANAGEMENT

www.factsmgt.com
Code is CK-AR

2

CLICK FAMILY

Choose "Family"
Then choose "Family Home"

3

CHOOSE FAMILY MEMBER

One family member will appear with
a drop down arrow next to him/her.
Choose the person you are looking
for.

4

ID NUMBER

In the left box under contact info you
will see "ID Number" and next to that
it will say "System: 01234" The 5 digit
number is that person's assigned
check in and out number.

5

FAQS

Each individual you entered as an
approved person to drop off and pick
up your child from school will be listed
and have a different number.
Each individual must use their
assigned number when at the facility.