Smart visitor management

for schools, colleges
and universities
The UK’s leading visitor management app

Sign In App is the flexible alternative to visitor books and timesheets. Record the movement of people on site securely from only £295 per year.

With a variety of features tailor-made to improve visitor management on education sites, Sign In App is perfect for schools, colleges and universities. With the ability to integrate our safety and security features with your existing MIS system, it’s easy to start using Sign In App as your primary visitor management system on site.

Learn more at www.signinapp.com/education
Simply ideal for schools and colleges

Sign In App stores all visitor information securely in the cloud, giving you real-time visibility and ensuring compliance with the GDPR and safeguarding policies.

Safeguarding

Safety and security is a principle concern for parents, staff and governing bodies, with schools holding the ultimate responsibility of knowing who is on site at all times. In an educational environment, many people come and go throughout the day, so it is crucial for schools to practice strict safety protocols to ensure everyone remains safe. Sign In App provides you with a real-time view of everyone on site.

Late pupils / early leavers

 Attendance records are a key part of critical inspections and Sign In App can help you record this information easily, safely and accurately. In the event of an evacuation, information is often split between the registration, paper records and a visitor book. This is made even more complicated when multiple entrances or larger campuses are involved. Sign In App solves this in an instant with a central record including late registrations, visitors and early leavers.

Ensure the safety of everyone on site

Ensure everyone is accounted for in the event of an emergency with easy access to your evacuation list from a tablet, computer or smartphone. The evacuation list on Sign In App is presented as a list of all individuals who have signed in or out of your site, with a photo, last updated time and checkbox to mark them as present. Working alongside your registration information, Sign In App allows you to ditch the paperwork and instead, take advantage of the technology available to make the process not only compliant, but safer too.

MIS integration

Intelligent connections with your existing MIS systems makes it easier than ever to accurately record sign in activity on your site. Sign In App uses a secure platform that provides schools with the tools to manage their school data. Once connected, your staff and learner data is automatically kept in sync at all times, simplifying the data management process.

Capture both the lateness and reason for lateness with optional MIS integration
Packed with features, all included as standard

- **Pre-registrations**: Pre-register guests to streamline the sign in process.
- **Companion app**: Sign in remotely and access your evacuation list from anywhere.
- **Notifications**: Be notified by email or SMS when your visitor arrives.
- **Languages**: Hello, Bonjour, Hej. Greet visitors in their native language.
- **Visitor photos**: Take a photo of guests using the built-in camera.
- **Online portal**: View who’s on site and manage your Sign In App settings.
- **Badge printing**: Choose from a range of designs or create your own with ease.
- **Multiple sites**: Powerful multi-site visitor management in one portal.
- **QR codes**: A fast and secure way to sign in guests and staff members.
- **Events**: Track attendees and provide a streamlined experience.
- **Privacy options**: Sign In App gives you total control over your visitor data.
- **Integrations**: Enhance the solution with Azure AD, Teams, Slack and Google sync.
- **Evacuation list**: Nothing is more important than the safety of everyone on site.
- **Staff sign in**: Measure attendance and ensure staff safety with easy sign in.

The team release new features every month following feedback from the Sign In App community - all included as part of your subscription.

![Sign In App Tap](image)

**Sign In App Tap**

Use your existing door access cards or fobs to sign in on the iPad. With one tap staff can easily sign in and out, simplifying the process and saving time.

Sign In App Tap is an optional add-on designed to be compatible with existing RFID technologies you may already be using. Staff can use their current door access cards or fobs to sign in on the iPad, reducing the number of items they need to carry around.

Not only is it quick and easy, but it’s also a secure way of signing in. By using your door access cards or fobs to sign in on the iPad, you have the option of hiding the staff list from the iPad.
Configure Sign In App to suit your school

Introduce a sign in experience tailored for pupils, parents, staff, governers and contractors. Customise the process for as many visitor groups as you need.

Custom groups
Configure groups to manage each of your different types of visitor. The sign in process can be customised for each group type to provide a streamlined experience.

Custom data fields
Add custom data fields and tailor them to each type of visitor, giving you total control over the sign in experience and the data gathered (critical for GDPR).

Custom policies
Ensure both guests and staff read and accept important information such as health & safety notices plus safeguarding and privacy policies.

Sign In App is committed to ensuring the security of your data and the privacy of your guests. We are GDPR compliant and ISO27001 Information Security Management accredited.

Sign In App software assists schools and colleges in ensuring visitor safety and GDPR compliance while improving the guest, pupil and staff sign in experience.

All data is stored in the cloud and is securely hosted in UK data centres, support staff are also UK based.

Our infrastructure is built on a secure platform that’s designed for scalability and redundancy. With multiple data centres, restore to ‘point in time’ databases, no single point of failure, encryption at rest and auto scaling application clusters, Sign In App protects your data and ensures maximum availability at all times.

Read more about our commitment to security at: signinapp.com/about/data-security

Set how long visitor data is retained for each visitor type.
In App provides a seamless way for us to manage identification. Previously, the Group utilised a visitor management system but the onus was still on the reception staff to ensure that each person signed in and out, and their details were inputted correctly. Moreover, the old sign in system could only process one person at a time which could result in queues of people waiting to sign in at reception. With the Sign In App solution, multiple people can be dealt with on arrival as the main flagship College has two iPad portals.

Alex Holmes, IT Services, Derby College comments: “As well as printing identification badges for visitors, we also issue identification cards to every student and staff member, but in the event that someone forgets to bring their ID, a regular occurrence when they come to the students, we still require a way to provide temporary identification so they can walk around the campus securely. The solution from Sign In App provides a seamless way for us to manage both visitors and students effectively as they can sign in via the portal and print an ID badge with their photo, and move about the site freely.”

DCG therefore required a technology solution that would not only provide a streamlined visitor management system but also one which solves their student IT card requirements too. We’re looking forward to working more with the Group to implement additional functionalities – such as making the app accessible for people with a visual impairment – which will also be rolled out to our entire customer base so every client can make use of the new features.”

Another consideration for DCG was the speed and ease in which staff records could be updated. The previous system demanded a manual upload, where entries had to be typed in one by one. Naturally, in a workplace with a high volume of staff and students, this could take a significant amount of time, so having the ability to bulk upload via a spreadsheet is a far more streamlined process for staff to administer.

Alex continues: “We looked at a handful of providers, but the solution from Sign In App was the first one that we demoed and we saw immediately how simple it was to use and how smart the system looked – it creates a great first impression for visitors. It’s also intuitive, so it’s easy to use even for someone unfamiliar with technology, unlike other alternatives that can really over-complicate the process.”

An additional feature for DCG is the speed and ease in which staff records could be updated. The previous system demanded a manual upload, where entries had to be typed in one by one. Naturally, in a workplace with a high volume of staff and students, this could take a significant amount of time, so having the ability to bulk upload via a spreadsheet is a far more streamlined process for staff to administer.

Safely is also a significant factor for DCG, so instead of relying on an unreliable pen and paper visitor sign in book, the app provides a single view of all personnel on site. In the event of an emergency, the fire marshall can instantly view an entire list of people in the building by logging into an online portal through any mobile device, eliminating the risk of leaving someone unaccounted for.

DCG has also been proactive in suggesting additional feature ideas for the app, to enhance the visitor experience and also allowing for notices to be shown to visitors. For example, the College required a function where depending on the type of visitor to the campus; contractor, student or visitor, different terms and conditions would need to be signed to cover policies such as no smoking on site or fire alarm procedures. To streamline this process, the Sign In App team quickly added a group function to the system to enable different notices to be shown depending on the category of person.

Dan Harding, Director, Sign In App comments: “It’s been a great experience working with the team at DCG to deliver a solution that fully meets their needs – not just providing a streamlined visitor management system but also one which solves their student IT card requirements too. We’re looking forward to working more with the Group to implement additional functionalities – such as making the app accessible for people with a visual impairment – which will also be rolled out to our entire customer base so every client can make use of the new features.”

Alex concludes: “The team at Sign In App have been one of the best companies I have dealt with in recent years. Not only is the product intuitive and easy to use, but the after sales service and support that lets companies down but not so with Sign In App - they have been one of the best companies I have dealt with in recent years.”
## Simple pricing, no surprises

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### Additional Features

- **Sign In App Tap RFID reader** +£250.00
- **Upgrade to floorstanding enclosure** +£100.00
- **MIS integration (Primary)** +£120.00
- **MIS integration (Secondary)** +£180.00
- **MIS integration (ISAMS API)** +£220.00

There are no limits to the number of staff, visitors or iPads you can connect to a site. It’s simple; one subscription for each site you have and you can pay by invoice or credit card online.

* SMS notifications are charged at 6p each. Emails are free. All prices exclude VAT.

Learn more or start your free 15 day trial at: www.signinapp.com