Brickton
MONTESSORI



TO ADD A NEW

Authorized Pickup Person

In order to add **a new authorized pick-up person,** you'll need to add them as a **household contact**.

Please follow the steps below:

1. Log in to your **VERACROSS BRICKTON account** (Login here)
2. Go to **Update Family Profile**
3. Go to **Household Contacts** and click **Contacts for**
4. **ADD NEW** and **Create Contact**
5. Go to **Pickup Authorization**
6. **ADD NEW** and choose the new contact and **UPDATE CONTACT**.

Questions? Stop by the Main Office to learn more.