Please bring your child into the kindergarten. If another adult other than the person who drops off your child at kindergarten is to collect that child then **staff are to be informed personally** or either via a phone call or signed letter by parent giving consent to do so. For instance if your child will be attending Child Care.
Parents need to follow the bus policy guidelines and ensure they are home at he designated time or an alternate drop off needs to be arranged with staff.
For children accessing after kindergarten care at Stepping Stones Child Care, staff will deliver kindergarten children to the child care.

During the enrolment process parents are requested to identify emergency contacts if parent or guardian cannot be contacted in an emergency. The enrolment process will also request names of contacts who are authorized to collect your child(ren) as well as permission to provide overnight care.

If there are any current court-sanctioned residency, parental responsibility or contact orders relating to your child(ren) please provide a copy to kindergarten staff. Such copies are for **confidential** use by staff only and will be used to support you and your family in the delivery and collection of your child(ren).

Source: http://www.decd.sa.gov.au/childrensservices/pages/policies/NQFpolicies/ Delivery & Collection of children