



Kirton Point
Children's Centre
for Early Childhood
Development and Parenting

Absences from Preschool

Preschool is not compulsory however staff are required to record absences. Please phone in to let us know if your child will be absent and if the absence is due to illness, tiredness, transport issues, holiday or other family reasons. Regular attendance is beneficial for your child's learning as every day at preschool is a learning opportunity for your child. This also starts good habits in readiness for school.

If your child is showing signs of being unwell they should be kept home until they have recovered. This ensures that other children in the centre are not exposed to possible illness and also enables your child to recover quicker by having rest and support at home.

Please notify staff immediately if your child contracts an infectious disease.

Absences from Occasional Care

If a family wishes to cancel a session for Occasional Care, this must be done prior to 3pm the previous day to enable the Early Links Coordinator to fill the place. If a family does not cancel by 3pm the previous day, they will be charged for the session. If a child does not attend a session they are booked for (without cancellation as per above), the family will be charged for that session.

Any outstanding fees are to be paid before additional bookings can be made.