



# Kurralta Park Community Kindergarten

35A Barwell Avenue, Marleston 5033

Ph: 08 8297 2340

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## Bringing and Collecting Children

Effective from term 1, 2023

### Drop off – **Ladybird** and **Butterfly** groups

Gate opens 8:45 you may enter our outdoor Kindy grounds by going through gate 1 and gate 2 (side gates - they are labelled) following COVID safe measures from 8:45am. Parent/guardian must stay with the child on the Kindy grounds till the bell rings  
COVID safe measures are encouraged.

9am - staff will now be on duty in the yard and parents/guardians can say goodbye and leave their child at this point. Parent/guardians are welcome to stay in the outdoor space till 9:15 should they wish to.

9:15am - staff will ring the bell and children will say goodbye to any remaining parent/guardians and move inside. Side gate will be locked around this time.

Always say goodbye to them but not prolonged to help your child settle quickly.

### Pick Up

We really do appreciate you keeping to the allocated time of sessions when dropping off and picking up your child. Staff need to set up and organise materials, equipment and administration to ensure that the sessions run smoothly. If you are going to be early please stay with your child until you are greeted by a staff member. Please phone the landline if you are going to be late so we can let your child know why you are late (8297 2340). Children can become distressed if they are late being picked up.

If anyone else is to pick up your child or your child needs to leave early please sms the Kindy mobile in the morning (0447 310 783). Any child that needs to leave early please do so before 3pm (try to avoid 3-3:30pm when staff are heavily occupied in the final parts to your child's day).

### **Butterfly** children pick up

At home time please wait outside the front door gated area to collect your child at 3:30pm. Don't forget to space yourselves out as best you can.

### **Ladybird** children pick up

At home time please wait at the side gated area (gate 1) to collect your child at 3:30pm. Don't forget to space yourselves out as best you can.

# Absentee system

## **Kindy Mobile -0447 310 783**

SMS the Kindy mobile if your child is away with details of child's name, length of absence and reason why. If your child is unwell please let us know particularly if it is possibly contagious. Please don't call the Kindy mobile.

## **Kindy landline - 8297 2340**

If you arrive late or picking your child up early please call the landline and a staff member will bring out your child. Please don't call the mobile.

**No phone calls to the mobile will be answered, it is for sms only.**

If you have any questions at any time about what we do, or have concerns about your child please ask the Director or a staff member.