## Attendance and Arrival and Departure at Port Broughton Kindergarten

## ATTENDANCE

Regular attendance at Kindy is encouraged. Children will get used to and maintain their kindy routines easier through regular attendance. Also, preschools are staffed on the number of children attending each session rather than the number of children enrolled so regular attendance means more funding for adequate resources.

We strongly advocate for children who are unwell to be kept home until they are better to eliminate the spread of illness in the Kindy Community.

For the convenience of everyone, we ask that the session times are observed as closely as possible. If, for any reason, you do arrive early, you are welcome to use the outside area until the session commences. Remember to bring your children into the building once we are open.

## ARRIVAL AND DEPARTURE OF CHILDREN

Parents and/or caregivers MUST enter the kindy to deliver and collect children. You must sign your child in at the beginning of the session and out at the end of the session. Children arriving and departing on the bus will be signed in/out by a staff member.



NO child will be permitted to leave the Centre until the parent or caregiver has arrived and the child has been farewelled by staff.

Please advise staff if somebody other than a person you have authorised on your child's enrolment form is to collect your child and fill in the book by the door with the relevant information.

