

## Arrival and Departure

Parents are to take full responsibility for children travelling to and from pre-school. Please advise staff if someone different will be collecting your child. You are required to stay with your child till the beginning of the session - 8.30 am. Please do not leave children outside unsupervised.

## Sign In/Sign Out

Parents/Caregivers are required to sign their child in and out daily. There is also an area for Children to sign in/out. This promotes your child's literacy development and sense of identity.