

Arrivals and departures

At the start of the session:

- Please bring your child into the classroom so that staff can greet your child and vice versa. If you arrive before 9:00am please stay with your child until the session begins.
- The roll book folder is located outside on the desk at the front door. For your child's safety, if he/she is going home with an adult other than the one that brought them in, please inform staff and also write the person's name next to your child's name in the roll book.

It is important that parents are prompt when collecting their children. Please notify staff in an emergency if you are going to be late as some children get quite anxious if their parents are late. Please also inform the Preschool if your child won't be attending a session.

By law all children must be signed in/out by an authorised adult (18+).