## Drop off and pick up

We ask families to observe the start and finish times of sessions. If you are delayed at pickup time, please let us know as this alleviates anxieties both for staff and children. For legal reasons children are not allowed to go leave with any persons other than regular caregivers unless prior notice has been given.

**Routine:** Any time there is a change to normal routine (e.g. change in pick up person or bus) please notify us on the sign-in sheet, by phone or via a note.

We must be told by an adult as we can't rely on your child or their sibling telling us.