



Dear Parents,

**RE: Kindergarten & Pre-primary Arrival & Dismissal**

In the interest of ongoing safety, I ask that all students be dropped off and picked up from the Kindergarten and Pre-primary classrooms by a parent or a nominated adult.

If there is a change to drop off or pick up arrangements please notify the classroom teacher and Administration staff so that your child's contact list can be updated.

Adults nominated by parents will be asked to provide proof of identification by the teacher at the time of collection.

If you require further information please contact me on 9583 8800.

Thank you for your support with this important matter.

Kind regards,

PETA LAWRENCE  
PRINCIPAL

21 August 2018