



## BALMY BEACH COMMUNITY DAY CARE CENTRE SAFE ARRIVAL POLICY FORM AND ACKNOWLEDGEMENT

At Balmy Beach Community Day Care Centre (the Centre) the health and safety of the children in our care is a top priority. The Centre has developed a Safe Arrival Policy as required under Ontario Regulation 137/15 to promote the safe arrival of the children enrolled at the Centre. It is our policy that when children do not arrive in the morning by 10:00 am including on Non-School Days and on School Days (i.e., participating in the Before Care programming before the school day commences), the Centre will attempt to notify the primary parent/guardian to confirm whether the child will be absent that day.

As a general overview of the notification process, it consists of placing one telephone call to the child's primary parent/guardian shortly after 10:00 am and, if no one answer, emailing the child's primary parent/guardian. In all cases the Centre will use the contact information on file with the Centre. These attempts to notify a child's parent/guardian do not guarantee that the Centre will make contact with the parent/guardian, and the Centre does not have a responsibility for making further efforts to do so. It is therefore important the primary parent/guardian monitor their telephones and email addresses, as well as keep their contact details on file with the Centre current. For more information on the Centre's Safe Arrival Policy, please contact Christine Roberts, Centre Supervisor. Please provide the following information for the purpose of the Centre's Safe Arrival Policy and provide the acknowledgement below:

Name of Child (Children)	
Name of Primary Parent/Guardian'	
Phone Number of Primary Parent/Guardian	
Email of Primary Parent/Guardian	
Acknowledgement: I acknowledge that I have reviewed this form. I understand that it is my responsibility to ensure the Centre is promptly provided with updated contact information for the Primary Parent/Guardian should it change and to monitor the telephone and email provided above.	

\_\_\_\_\_  
Parent/guardian signature

Date:

\_\_\_\_\_  
Parent/guardian signature

Date:



## School-Day – Kindergarten and School Age Before Care Release Form

We understand that not all Kindergarten and School Age children regularly use the Before Care portion of the Centre's programming. For this reason, if your child does not typically attend before care and you do not want to be contacted when your child does not arrive to Before Care on *School Days*, please sign and date below.

Please also note that the Toronto District School Board has safe arrival practices which are unrelated to the Centre, but which serve a similar purpose and would result in duplication. For more information on these practices please visit its website: [Toronto District School Board > Elementary School > Caring & Safe Schools > Safe Arrival Program \(tdsb.on.ca\)](https://www.tdsb.on.ca/Elementary-School/Caring-Safe-Schools/Safe-Arrival-Program)

I understand that by signing the Kindergarten and School Age Before Care Release Form that the Centre will not attempt to notify me should my child not arrive at the Centre prior to 10:00 am on *School Days*.

We, the parent(s)/guardian(s) of \_\_\_\_\_, choose not be contacted by the Centre on School Days when my child does not attend the Before Care portion of the Centre's program.

\_\_\_\_\_  
Parent/guardian signature

Date:

\_\_\_\_\_  
Parent/guardian signature

Date: