

Drop-Off

Fun Station Daycare Centre ensures having adequate time for play and for rest.

- Drop-off time should be no later than 10:00am.
- We ask parents to contact the daycare by 9:00am if they know they will be dropping off their children later than 10:00am.
- If your drop-off time will always be later than 10:00am, please inform the director of the daycare.
- Parents are to contact and inform the Centre's staff if their child/children are to be absent from the daycare or out of school care programs. Drop-off time is really important in helping with program planning, staff planning and activity planning.

Pick-Up

- The latest pick up time is 6:00 pm. If you are running late, please call and inform the daycare staff.
- If the parent is unable to pick up their children at the scheduled pickup time (6:00 pm) at the latest, Fun Station Daycare may contact the emergency contacts provided by the parents.
- In the event that the child has not been picked up by 6:30pm and we are unable to reach neither the parents nor the emergency contact, we will be contacting child and youth services.
- The Parent will pay to the caregiver overtime charges based on \$5 per minute for every minute the parent is late after 6:00 p.m.
- Parents/guardians must inform the Centre if they are to be picking up their child/children from school in any given day. The parents agree to inform the Centre no later than one hour prior to dismissal time from school.