

# TRANSPORTATION PERMISSION FORM

## Just'N Daycare and Out of School Care Centres

By signature below, I, \_\_\_\_\_ (the parent/guardian) allow my child (ren) \_\_\_\_\_ to be transported to or from JUST'N OUT OF SCHOOL CARE in any of the following ways (check all that apply)

- Agree with the centre calling and using medical emergency services (i.e., ambulance) for a medical emergency when transport is necessary. I further understand that any financial remuneration incurred is my/our responsibility
- Walking to and from home and centre on own with proper notification from parent/guardian
- Be picked up by an underaged (under 18 years of age) person (such as teenage sibling, etc.) with proper notification to centre prior to pickup (to be determined on a case-by-case basis between director and parents)

Other, please specify: \_\_\_\_\_

### **Procedures for departure to school:**

1. Staff will personally take children from grade one and younger and escort them from the classroom to program
2. Staff will patrol the hallway for all other children's departure to class
3. Staff will make sure all children accounted for and have all supplies
4. Children will be walked to neighbouring schools or bus stop until they are on the bus or in school program (if applicable)

### **Procedures for arrival from school:**

1. Staff will personally pick up children from grade one and younger and escort them from the classroom to program
2. Staff will patrol the hallway for all other children's arrival
3. Children are accounted for and signed in
4. Any child not accounted for in 10 minutes the following applies
  - Staff will go ask classroom teacher
  - Staff will report to school office
  - Staff will call the parent/guardian and emergency contact
  - After going through procedure, we will send staff out if no response from parents or parents are unaware why
  - Staff will then call police and inform parents/guardian they are doing so

I hereby also acknowledge that once my child(ren) are out of the care of a centre representative, the centre is no longer responsible for the care and safety of my child(ren), but that I, the parent/guardian are now the ones responsible

Parent/ Guardian Signature \_\_\_\_\_

Date \_\_\_\_\_