

CHILD'S NAME:

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Dear Planet Preschool Family

We are always striving to provide the best care possible. Several of our guidelines are set by CA Licensing Title 22.

101229.1 SIGN IN AND SIGN OUT 7/25/2007 .

☐ The licensee shall develop, maintain and implement a written procedure to sign the child in/out of the center. The person who signs the child in/out shall use his/her full legal signature and shall record the time of day. All sign in/out sheets shall be kept for one month.

Thank you for the opportunity to provide care your child. Please take a minute to provide us with your official signature that will need to match your daily sign in and sign out signature. We have left several lines to include everyone who does regular pick up

	Print Name	Signature
1		
2		
3		
4		
5		

