



26 February 2010

Dear Parents/Guardians,

For health and safety reasons, the school now has a Sign in Book. The Sign in Book is located outside the school office. Aideen will request persons visiting the school to sign in on arrival at the school and to sign out when leaving the school.

Parents or guardians who arrive with their children after 9:30am, take their children out for appointments during normal school hours, or collect their children early from school must call to the office to sign in and out.

I appreciate your co-operation with this new system.

Kind regards,

Catherine Sadlier  
Principal