

Classroom: \_\_\_\_\_

Date: \_\_\_\_\_

	Child's Name	Contracted Times	Arrival Time	Signature	Departure Time	Signature
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						

**Please Note:** This is not the classroom tracking sheet. Your child is not accepted for care until he or she is signed onto the classroom tracking sheet by a Reach Dane staff member.

**Temporary Sign Out** – Please sign out and in below if you are taking your child from school and expect to return today.

Child's Name	Time Out	Expected Return	Signature	Return Time	Signature