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**Communication Agreement**

Play & Discover ELC believes communication builds strong relationships. Keeping up with communication from the centre ensures that everyone is on the same page and operating with the same knowledge. Our main format of communication is Storypark. On occasion we do also hang notes on lockers or the doors.

Types of communication you will receive are:

Monthly newsletters (on or around the 1st of the month)

Holiday closures

Emergent situation communications (power outage, evacuations etc.)

Special/Party days for the children

Family events

Fundraisers

Requests from your child’s educator

Messages from our Board of Directors

Important information from the Ministry of Education

As part of the communication agreement, Play & Discover ELC agrees to send out notices, newsletters, etc. in promptly to allow families to have time to read, process and respond (if needed) to any information or deadlines.

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, agree to keep up to date with all communications from Play & Discover (Storypark, notes on lockers).

Please initial each statement

\_\_\_\_\_\_ I understand that should not keep up to date, I may miss deadlines or important information.

\_\_\_\_\_\_ I understand this could lead to me not having access to care during holidays, missing important family days, or fundraisers, etc.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Management Signature Date