

La Trobe University Community Children's Centre is an organisation started by the community that has retained its community base.

Memo

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|---------|---------------------------|------|-------------------|
| To | Centre Families and Staff | From | Children's Centre |
| CC | | Date | 19 January 2009 |
| Subject | Rest Period | | |

At the commencement of each year, and again mid-year, you will be asked to complete the form below indicating to staff your child's rest/sleep requirements. However, I encourage families to request changes at any time during the year.

The period from lunch through to 2:00 p.m. is flexible. Individual children's needs in relation to this period (rest time) are the basis for staff consideration/planning.

Within each unit one area will be designated for resting (not necessarily sleeping), the other for play.

Please indicate your requirement below and return it to the appropriate staff.

Child/Children's Name/s.....

Would you like your child to rest?

(Tick appropriate box)

A) YES

B) NO

C) CHOICE

Child and/or parent indicate Rest requirement on a daily basis

Signature:
 Parent/Guardian

J. Reynolds,
 Manager
 Family and Children's Services
 Student Services