



# ECDP CHILDHOOD WING SECURITY

## SECURITY

Dear Parents:

To control access to the Early Childhood wing, the entry doors are kept locked.

Entry is by an individually coded KEY FOB which will grant parents access weekdays between 7:30 am and 6:00 pm.

There is a \$10.00 refundable deposit for each key fob issued.

Although both entrances are equipped with a buzzer/speaker system connected to the ECDP office, please be aware that there are times that the ECDP receptionist must be away from her desk. Without a FOB you will not have access to the ECDP wing until she returns. Therefore, we advise that you obtain a key fob for each person that drops off or picks up your child on a regular bases.

The system is 'user friendly', while at the same time affording another layer of security for the children in our care and the staff working with them. Our hallway cameras supplement it.

Please fill out the form below and return it with the \$10.00 refundable deposit for each key ordered to the Early Childhood Office. Your coded key fob(s) will be available for you to pick up (at the ECDP Office weekdays between 7:30 am and 6:00 pm) within 5 business days.

*Deposit is refundable up to 30 days after termination from school year.*

## ECDP KEY FOB DEPOSIT

Parent Name

Parent Name

Child's Name

## PAYMENT INFORMATION

Total Amount \$ \_\_\_\_\_

Method of Payment:  Cash  Check *(Sorry, we are unable to take credit cards for this expense)*