



Home Child Care Premises Attendance Log (WEEKEND)

Little Lambs Home Daycare

Name of Provider: _____

Weekend of _____ to _____ (DD/MM/YY)

Name of Child (First Name, Last Name)	Saturday			Sunday			Parent Signature
	Daily Health Check (√) and initial	Arrival Time (hh:mm)	Departure Time (hh:mm)	Daily Health Check (√) and initial	Arrival Time (hh:mm)	Departure Time (hh:mm)	Please have parent initial log at the end of each week.
Total Children Present:							

Recommendations:

- **Legend:** **A**=absent **S**=sick **V**=vacation **B**=Bereavement **H**-Stat Holiday, mark the absent code in the daily health check box and fill in the scheduled hours for arrival and departure time
- Include privately placed children on attendance log but use their initial only vs full name.
- **Mark** or draw a straight line where a child is not scheduled to attend the home child care premises (e.g., child only attends Wednesdays and Fridays).

Note: When completing the daily health check and the provider has identified that a child is suspected to be ill, ensure that the child is separated from other children and that this information is recorded in the daily written record.