



Procedure for Changes to Transport Arrangements

At NAIS we understand that occasionally changes in the arrangements for collecting your child or to their bus arrangements need to be made. The following procedure is designed to ensure all communication flows smoothly and that all involved parties are informed in a timely fashion. The following procedure will ensure the correct person is informed when needed and that your child gets to their desired destination safely.

In order for us to make the necessary arrangements, please let us know **24 hours in advance and no later than 10am sharp on that day.**

