

Confidential Staff Sign-In

Please PRINT directly on the black boxes for confidentiality.
When you leave, find your initials to sign out.



Week Commencing: _____

STAFF NAME HERE		Monday			Tuesday			Wednesday			Thursday			Friday		
		Time In	Time Out	Signature	Time In	Time Out	Signature	Time In	Time Out	Signature	Time In	Time Out	Signature	Time In	Time Out	Signature
Staff Initials/number:				SIGN			SIGN			SIGN			SIGN			SIGN

STAFF NAME HERE		Monday			Tuesday			Wednesday			Thursday			Friday		
		Time In	Time Out	Signature	Time In	Time Out	Signature	Time In	Time Out	Signature	Time In	Time Out	Signature	Time In	Time Out	Signature
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