



Late pick-up form



Name of student

Time of Pick-Up

Parent Signature

Date

Teacher in charge

Per Parent's Handbook: "A fee will be charged for any child not picked up before the school's regular closing time. This charge shall be \$30.00 per child for the first 10 minutes and an additional \$10.00 per child per 5-minute period thereafter. ***Fees for late pick-up are payable immediately***; if not paid, the child will not be readmitted to the program. Consistent lateness will be cause for the child's dismissal from the school."



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