

LATE PICK UP RELEASE

Closing time is 6:00pm, promptly. There will be a late charge when a child is picked up after closing time in the amount of \$1.00 a minute for first fifteen minutes and \$5.00 a minute for every minute thereafter, payable to the teachers at the time of pick up. Any child left after 7:00 pm will be considered abandoned if the Center has not been notified. Appropriate measures will be taken to ensure the safety and welfare of the child.

At 6:00pm we will attempt to contact a parent or another responsible party from your emergency list to pick up your child. If no one is available and you have not arrived or telephoned to make suitable arrangements by 6:30pm, the police will be called and your child will be taken into protective custody until a parent can be located.

If you should arrive at the Center after 7:00 pm and find it closed, you should:

- (1) Contact the people on your emergency list to verify whether any of them have your child.
- (2) Call the local police department if you cannot locate your child.

This policy is for the protection and safety of your child and our staff.

I have read and understand this policy.

Parent or Guardian Signature

Date