



St. Philip's Preschool Late Pick Up Policy

St. Philip's Preschool's regular school day ends at 2:30 p.m. Your child will be taken to After Care at 2:35 p.m. If a parent or person responsible for pick up arrives after their child has been taken to After Care, they will be charged a flat rate of \$10.00 for the first 10 minutes. After 10 minutes, the late fee will be \$1.00 per minute.

After Care Late Fees: After care pick up is at 5:30 p.m. If a parent or person responsible for pick up arrives after 5:30pm, they will be charged a flat rate of \$10.00 for the first 10 minutes. After 10 minutes, the late fee will be \$1.00 per minute. (Same day After Care requests will only be taken up until noon and are subject to availability.)

If it is after 5:30 p.m. and a child has not been picked up, the closing teacher will begin calling emergency numbers on the child's registration.

I _____ the parent of _____
understand the late pick up policy of St. Philip's Preschool.

Signature _____ Date _____