

Give your preschooler the magic

of

Children's

Corner

Early Learning

Center

939-9744



188 South Clinton • Bradley, Illinois 60915

## Late Pick-Up Policy

Dear Parents:

You are responsible for picking up your child(ren) at their designated pick-up time. Morning session pick-up is BY 11:00 am and afternoon pick-up is BY 3:00pm. If you know you are going to be late, it is your responsibility to notify me, and/or make other arrangements for pick-up. A late pick-up charge of \$10 per half hour per child will be applied immediately and added to your tuition.

*\* by 5:30 for extended*

If after the first 15 minutes you failed to notify me I will proceed to phone *care* persons on your emergency contact list. I will phone for an additional 45 minutes. After 60 minutes and no contact I will notify the local authorities to pick up your child(ren). This policy meets requirements for Rule 406: Licensing standards for Day Care Homes.

Please sign and date

Child(ren) Name(s): \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Dated: \_\_\_\_\_