



## **Late Pick Up Policy**

The Callier Child Development Program closes at 6:30 p.m. Designated staff remains to care for children who have not been picked up by that time. When children are still at the center after 6:30 p.m., an attempt is made to contact a parent or someone authorized by the parent as an emergency contact.

Parents who arrive after 6:30 p.m. will be given a late slip to sign verifying the time of pick-up. Late slips are reviewed and submitted to the Callier Business Office for billing.

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| 2-3 incidents:   | a. \$15 for any part of every 15 minutes past closing                                     |
| Fourth incident: | b. \$25 for any part of every 15 minutes past closing                                     |
| Fifth incident:  | c. \$50 for any part of every 15 minutes past closing                                     |
| Sixth incident:  | d. \$75 and meeting with the Director of Education and possible termination child's care. |