

Hand in Hand Late Pick Up Policy

Hand In Hand Daycare closes at 5:30 p.m. If a parent or person responsible for pick up arrives after 5:30 p.m. they will be charged \$1.00 for every minute late.

If the parent calls ahead of time and explains that they may be late because of an emergency or another reason, it is up to the teacher's discretion that is closing the daycare that evening.

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.

If the child has not been picked up after 30 minutes and there has been no contact with a parent or emergency person, the authorities will be called and the child will be removed under their protection.

I _____ the parent of _____
understand the late pick up policy of Hand In Hand Daycare.

Signed: _____ Date: _____