



# Late Pick Up Policy:

This year the District is implementing a more stringent late pick up policy. Families will be charged **\$1.00/minute for late pick ups**. The time of pick up will be recorded via the official afterschool clock, not personal phones or other time keeping devices.

This clock is updated via satellite from the US Naval observatory and is current with the national official time. We encourage you to compare your personal time keeping device with this clock.

When signing out in the Late Pick Up book, the adult acknowledges the late pick up and the time of pick up listed on the clock. Additionally, afterschool staff must sign that the late pick up charge is being added to the family account. Late pick up fees **MUST** be paid via money order or check, they will not be available to pay online.

As a reminder, three late pick ups will result in termination from the program. Please ensure children are picked up on time!

This is District policy and our program is audited annually to ensure compliance with all rules and regulations. If you have questions, please contact our Director, Mrs. Heide, at [Rhonda.Heide@palmbeachschools.org](mailto:Rhonda.Heide@palmbeachschools.org).