

## PROGRAM TIMES

The Kids Club Program begins at the elementary school dismissal time (varies per school) and runs until 6:00 p.m. Anyone who picked up late will be charged a fee of \$1.00/minute, for each minute. Please understand that **traffic** and **inclement weather** are not acceptable excuses for being late. You will be charged for late fees on the next month's tuition. **Three late picks may result in removal from the program.**

## HOURS

The Kids Club session starts at school dismissal and ends promptly at 6:00pm. If a parent has not arrived by pick up time, the work, home, and emergency numbers listed on the child's registration form will be called. If no one can be reached, the police department in your town will be contacted, at the Program Director and Site Director's discretion. If no one can be reached and the child is not picked up after 60 minutes, the Division of Youth and Family Services will be contacted to take the child into custody. (Please see Authorization to Pick Up Form). Three late pick-ups will result in termination from the Kids Club Program. The \$1.00 per minute will be strictly enforced, so please understand when we ask you to sign off on a late pick-up form.

## UNSCHEDULED DAYS AT KIDS CLUB

For the safety of the children in our program, we will keep children on an unscheduled day so that the child is in our care until a parent/guardian can pick them up. In this case, if a child is not picked up within 30 minutes of dismissal, there will be a \$60.00 fee issued on next month's bill.

## HOLIDAY CLOSINGS

There are certain holidays in which the Kids Club Program will be closed:

- Thanksgiving and the day after
- December 24
- December 25
- December 26
- December 31
- January 1
- Presidents Day
- Good Friday
- Memorial Day