

Exploring the Puddle

Early Learning Centre

Policy 9.0

LATE PICK UP

Families will be charged accordingly if they arrive after departure time to pick up their child.

Procedure:

1. A fee of \$5.00 will be charged for the first five minutes of being late.
2. Emergency contacts and all contacts with authorization for pick up will be contacted
3. An additional \$50.00 will be charged every ten minutes thereafter.
4. If the child has not been picked up within an hour the centre is required to contact the Ministry of Child And Family Development.
5. If lateness occurs on more than three occasions after being reminded verbally and in a letter, the family will be asked to meet with the educator and the child's seat may be offered to another family.

Last Update: July 2019