

Pick-Up

Closing time at the center is 5:00 PM. If you are running late for some reason, please call the center. (There is a late fee assessed for any time past 5:00 PM.) We ask that you remember all of the staff have outside commitments after work and need to be able to leave the center when their shift is over. If you would like to talk with your child's teacher, please ask her what time is best for her schedule. We can arrange a time that's convenient for both of you, if we have advance notice so that we can get coverage for the room. Remember that the primary responsibility of the teacher is to care for the children. If you are sending someone who is not on your pick-up list, you **MUST** notify the office in writing. We will not release any child to someone who is not on your pick-up sheet, unless you give us written permission. Anyone not familiar to the teachers will be asked to show identification.