



Late Pick-Up Sign-Out Record

Week of: _____

Site: _____

Name	Sched	Monday		Tuesday		Wednesday		Thursday		Friday	
		Time	Signature	Time	Signature	Time	Signature	Time	Signature	Time	Signature
		IN									
		OUT									
		IN									
		OUT									
		IN									
		OUT									
		IN									
		OUT									
		IN									
		OUT									
		IN									
		OUT									
		IN									
		OUT									

Late Pick-Up Outside of Program Time

Parents picking children up after the program closing time for which they are enrolled are charged a fee of \$25 per child for each 15 minute increment or portion thereof. Repeated late pick-ups may result in removal from program.