

Late Pick-Up and Drop-off Policies

The School Year Program's daily operational hours are **8 a.m. to 6 p.m.**. Please be advised of the following policies:

Morning drop-off:

- a. Elementary students should be dropped off between 8:00-8:25 a.m. Their school day begins at 8:30 a.m..
- b. Middle School students should be dropped off between 8:30-8:55 a.m. Their school day begins at 9 a.m.
- c. **All children must be in the building by 9 a.m. Any child being dropped off after 9 a.m. will not be allowed to attend that day.**

Late Pick-up:

- a. After 6 p.m., no child will be permitted to leave the building without the child's adult driver signing documentation that he/she was late for pick-up. This should be considered a late pick-up warning.
- b. **A one-day suspension from the Club will result for the child upon the following conditions:**
 1. The driver refusing to sign the late pick-up documentation.
 2. The child being picked up between 6:00 and 6:20 three times within a 90-day period.
 3. The child being picked up late between 6:20 and 6:30 two times within a 90-day period.
 4. Being picked up late any times in addition to reaching the stipulations listed in # 2 and/or #3 within a 90-day period.
 5. The child being picked up any time after 6:30.

Making a phone call to the Club to tell staff you will be late is a nice courtesy but it will not exempt you from the stipulations listed above.

If you have any questions about this policy, please call me at the Club – 704-721-2582 ext. 171.

Sincerely,

Joe Habina
Boys & Girls Club of Cabarrus County