

TRIVIUM PREP LATE PICKUP PROCEDURE AND POLICY

Regular Afterschool Pick-up

In the event that student(s) are NOT in a club, sports, or event on campus after school ends, the student(s) must be enrolled in Homework Club. Homework Club meets from 3:05pm until 5:00pm during normal school days.

Regardless of the cause for late pick up, **the fee will be \$15 for the first 15 minutes per child and a \$5 fee for every 5 minutes afterward until the child(ren) are picked up.**

Example: if a student is picked up on a Monday at 5:01pm, there would be a \$15 charge. If you pick up at 5:16pm, a total of 16 minutes past the 5:00pm end time, the fee would be \$20 per child. We will require the fee be paid immediately when the child(ren) are picked up, therefore, we request that parents bring their checkbooks if they are running late.

The spirit of the policy is to encourage parents to make proper arrangements to have their child(ren) picked up on time. Please contact our Director of After-School Life, if you have any questions.

Checks will be made out to Trivium Prep.