

IUMC Preschool Late Pick Up Policy

IUMC Preschool will be implementing a new Late Pick Up Policy beginning right away for the 2025-2026 school year. It is important that our teachers' time is respected. Our teachers do not get paid for their additional time and it takes time away from their classroom prep.

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|---|-----------------------|
| • All classes (except Owl) | Pick up is 12:00 p.m. |
| • Jr. EDO and Lunch Bunch | Pick up is 1:30 p.m. |
| • EDO and Owl Class | Pick up is 3:00 p.m. |
| | |
| • 0-5 minutes late | No Fee |
| • 5-15 minutes late | \$25.00 |
| • Each minute after | \$2.00 |
| | |
| • 1 st offense: Verbal warning, plus fee. | |
| • 2 nd offense: Written warning, plus fee. | |
| • 3 rd offense: 1 week suspension from EDO/Lunch Bunch, plus fee. | |
| • If 3+ offenses happen a meeting with the Preschool Director will be set up. | |

Emergencies happen, please call the office immediately if you are unable to arrive on time. Though traffic is not considered an emergency, it is important to communicate with the teachers and office if you will be arriving late.

I acknowledge that I have read and understand the above Late Pick-Up Policy.

Child's Name

Parent's signature

Date