

USD #382 Beyond the Bell
2018-2019

Late Pick Up Policy

Beyond the Bell is an after-school service offered to USD 382 parents of K-5 grade students. **The hours for BTB are 3:30-5:30.** Tardiness in picking up students is simply not tolerated, as it involves the necessity of USD 382 to pay BTB staff additional compensation to remain with the child until a parent (or authorized person) arrives to claim the child.

Parents will be held accountable for late pick up so that USD 382 can properly compensate an employee(s) who may need to stay after hours.

Late pick up fees:

5:31-5:45 \$5.00

5:46-6:00 \$10.00

6:00+ \$15.00 and police may be contacted with no communication from parent and the emergency contact is unreachable.

The late fee should be paid to BTB by cash or check upon arrival. Checks are payable to Southwest Elementary School. The BTB staff member will issue a receipt for payment received. If a parent is unable to pay the late fee on the evening of the violation, payment may be made the following day. **However, the child may not attend BTB again until the late fee is paid to the front office/ BTB and recorded. There will be no reimbursement to the parent for fees lost for non-attendance.**

As habitual tardiness to pick up a child is unacceptable, Beyond the Bell will use the following guidelines to determine continued eligibility for the program:

1-3 late arrivals (5:31 pm+) Late fee charged and paid by parent

4th late arrival (5:31 pm+) 5 day suspension from BTB

5th late arrival (5:31 pm+) 5 day suspension from BTB or no attendance allowed until the **first day of the next month** or whichever is **LONGER.**

6th late arrival (5:31 pm+) Same consequence as after the 5th late arrival.

I have read the Late Pick Up Policy and understand that I must agree to this late pick up policy to have my child attend BTB.

_____ Parent Signature

_____ Date

Children who attend BTB:

