



a learning path for unique minds

Early Drop-Off/Late Pick-Up Policy

With the exception of holidays or other days indicated on the school calendar (see attached), Academe! hours of operation are Monday through Friday from 7:30 am to 3:00 pm. Students will be provided with supervision during these times only. Drop-off is from 7:30 am to 8:00 am. Students will not be received until 7:30 am and are to be picked-up no later than 3:00 pm.

Students arriving earlier than the drop-off time must remain accompanied by their caregiver until the drop-off window opens and the student is received by the Academe! Team.

Student pick-up begins at 2:30 pm and continues until 3:00 pm. Students can be picked-up earlier than the pick-up window by making arrangements with the child's teacher or office staff. Students picked up later than 3:00 pm (starting at 3:01 pm) will be charged \$1/minute until they are picked-up.

To ensure the safety of our students and quality exchange of information between the Academe! Team and yourself, please refrain from being on your cell phone or device during drop-off and pick-up.

By signing this Academe! Early Drop-Off/Late Pick-Up Policy, you are agreeing to the terms listed above. Failure to fully comply may result in your student being withdrawn from Academe!.

Printed Name of Student (Last, First, Middle)

DOB

Signature of Parent/Legal Guardian

Date