



Giving our children of today the  
foundation they need for  
tomorrow

Thursday, November 26, 2015

### True North Academy Late Student Pick Up Policy

It has come to The Board's attention that some children are not being picked up by 3:30 pm. **If your child is being picked up from school after 3:30 pm then you are picking up your child late.** The Board has set out important planning time for the teachers between 3:30 pm to 4:00 pm for them to prepare for their classroom lessons and to book communication meetings with parents, other teachers and the Principal. In fairness to the teachers The Board has outlined the following policy to address late student pick up.

- If you are running late for picking up your child from school for any reason, please notify the office as soon as possible.
- Students who are not picked up by 3:30 pm will be brought into the school to sit on the mat and their parent will be called.
- Students who are being picked up from school after 3:30 pm must be signed out at the office.
- The Board recognizes that all our parents are very busy and there are sometimes circumstances that come up that are beyond control. Late pickups will be tracked in the office and the first two will have no consequences.
- On the third pick up from school after 3:30 pm, regardless if there has been a phone call to the office, The Board has decided to charge a late fee of \$5.00 per every 15 minutes the student is at school after hours.
  - For example: A student is picked up at 3:45 pm and this is the third late occurrence their parent will be issued an invoice for \$5.00 for that day.

The Board feels it is necessary to address late student pick up out of respect for the teachers who work at True North Academy. This is in no way an effort to add to the cost of educating your child but as a deterrent for late student pick up.