

Parent Schedule Policy

Families must write down a schedule for the following day/week/month for your child. You will be required to have a Google account in order to use our electronic form or can request access. Safari staff schedules are based according to our family's schedules for the following day/week.

It is VERY IMPORTANT that you follow your schedule and write it down. We understand that your schedules can change day by day and have given a 15-minute leeway before drop off and after drop off.

If you do not have your schedule filled out for the following week by Tuesday the prior week, there will be a \$10.00 fee per child.

No scheduled drop offs after 10:00 AM.

Scheduling Fees

--If your child is enrolled longer than ten hours in one business day, there is a \$13.53 "drop-in" fee for families enrolled after **September 6, 2019**. (Strictly enforced) This fee will apply for all families starting Jan. 1, 2020.

--\$10.00 fee for failure to type in Schedule for following week by Tuesday (This is sent by email. It is a link to our Google doc Family Schedules page).

--\$5.00 fee (will strictly be enforced) if you drop off earlier than 15 minutes before your scheduled time (Families cannot drop off early if ratio requirements are not met)

-- If your child will be absent or arriving late, a notice must be given. Failure to do this within 15 minutes of your scheduled arrival time will result in a fee of \$5.00 per child. (See Drop off and pick up policy)

-- A late fee of \$5.00 per 15 minutes per child will apply if a child remains in care after their scheduled pick up time. (Families do have a 15-minute leeway from scheduled pickup time)

--\$15.00 late pick of fee for picking up your child after hours with \$1.00 per minute per child. If you are late more than twice in one month, your third late fee charge will be \$20 plus \$2.00 per minute per child.

