

# Immanuel Lutheran Preschool - Waterloo, IL

## **Late Pick Up Policy**

The following consequences shall apply to all parents who are late picking up their children from Immanuel Lutheran Preschool:

Any parent who is later than 10 minutes picking up his/her child shall be assessed a late fee of \$10.00. For every 10 minutes after that it will be an additional \$10.00

Upon dismissal time of preschool, if not adult has come for the child, every attempt will be made to contact the parent in the following order:

- 1) Cell Phone of primary contact(s)
- 2) Home Phone of primary contact(s)
- 3) Phone of secondary/emergency contacts
- 4) Work phone of contacts

Please make sure all phone numbers are up to date. It is your responsibility to inform us of any changes.

The local police will be contacted. The child will be remanded over to police protection if after one hour has passed and no one has arrived to pick up the child. Please make all babysitters aware of this policy.

I HAVE READ AND AGREE TO THE TERMS OUTLINED ABOUT REGARDING THE PICK UP PROCEDURES AND LATE FEES FOR MY CHILD WHILE ATTENDING IMMANUEL LUTHERAN PRESCHOOL.

Child's Name \_\_\_\_\_ (please print)

Parent's Signature \_\_\_\_\_

Date \_\_\_\_\_

---

---

## **Pest Management Policy**

A summary of the general guidelines for managing and preventing pest infestations at Immanuel Lutheran Preschool shall include the following items:

- ◇ Trash shall be removed from the building on a daily basis
- ◇ Restrooms shall be inspected and cleaned on a daily basis
- ◇ All floors shall be cleaned daily, weekly and annually
- ◇ Storage areas shall be inspected on a monthly basis
- ◇ Teachers, janitors and maintenance personnel shall work together to ensure regular cleanliness is maintained
- ◇ Annual pesticide applications shall be performed over the summer months when preschool is not in session

I HAVE READ AND UNDERSTAND THE GENERAL GUIDELINES FOR PEST MANAGEMENT AT IMMANUEL LUTHERAN PRESCHOOL.

Child's Name \_\_\_\_\_ (please print)

Parent's Signature \_\_\_\_\_

Date \_\_\_\_\_

