

## ZION TEMPLE CHRISTIAN ACADEMY

To parents whose child(ren) are not in the extended After School Watch Program:

Parents whose child(ren) are not enrolled in the extended After School Watch program will have to request a Job Verification form that would require a job letterhead from both parents to receive the free child watch service between 3:00PM-4:00PM

**To assist working parents with after school pickup, we are requesting a letterhead from your job with work phone number and statement of time you are released, and your providing us with your expected arrival time.**

This after 3:00 PM service is intended for the working parents only and it will become impossible for the school to provide it if you do not cooperate by conforming to the specific time requirements. A \$5.00 fee is required for an after 4 PM pickup. A \$5.00 charge beginning with 1 minute late within each 5 minute segment after 6:00 PM. On the second occasion the same cost as the 1<sup>st</sup> tardy with a note stating that the 3<sup>rd</sup> late charge will be \$25.00 per minute late within each 5 minute segment. **School is dismissed at 3:00 PM and parents are expected to pick their child(ren) up at that time if not in the extend watch program.**

Thank you in advance for your cooperation in helping us to maintain an effective after school service.

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Child's Name

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Grade Level

Please circle below for appropriate pickup time

3:00 - 3:15 P. M.

3:30 - 3:45 P.M.

3:15 - 3:30 P. M.

3:45 - 4:00 P.M.

Comments:

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Parent/Guardian Signature

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Date