

Creative Theatre Experience

700 Sleater Kinney Rd SE, Ste B-239, Lacey, WA 98503

www.ctekids.org

Late Pick-up Fee Policy for Arts Festival students Late Pick-up Fee Policy for After Care students (Arts Festival and Tech Theatre Workshops)

Arts Festival Workshop finishes at 3pm. Students are picked up and signed out from their Circle Group intern. After Care finishes at 5pm. It is important for parents/authorized adults to pick up students promptly at the end of the workshop/after care. A fee will be charged for late pick-up as follows:

1. After the first late pick-up (3:15 or later for workshop, 5:15 or later for After Care), you will receive a reminder notice.
2. Subsequent late pick-ups will result in a \$25 fee.
3. After a third late pick-up, we reserve the right to remove your student from the program.
4. If you know you are going to be unavoidably late, we ask that you contact an authorized person to pick up your student on time, and notify us of the situation by calling CTE at (360) 836-0283 (message phone) or emailing ctecontact@gmail.com.

Thank you for your cooperation and understanding.

If you have any questions regarding this policy, please email ctecontact@gmail.com

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