



Venture Camp
Late Pick Up Policy



It is the expectation that all children registered for extended care are picked up from the Venture Camp no later than 5:30p.m. When a parent is unable to pick up by this time, it is the parent’s responsibility to:

1. Contact an emergency contact to arrange for alternate pick up and to advise this person that they will be asked to show photo ID.
2. Contact the Engineering Alumni Office (Venture Camp) to advise in the change of routine so that a general waiver may be completed. **905-525-9140 ext. 24906**

Should a child be picked up past 5:30 p.m. more than once after a first warning, a late fee of \$20.00 per half hour per child will be charged to the parent. This is payable to the staff attending to the children. The university clock will be used as the official time. Late fees are to be paid to the staff on duty at the time of pick up. Should a parent be unable to pay upon pickup, payment shall be made within 24 hours. Arriving late three times may result in removal from Venture Camp with no refund.

This document is record of late pick up for (*to be completed by Venture staff*): 1st and final warning

_____ on _____ at _____
(child/children’s name(s) (date) (time picked up)

I have reviewed the Venture Camp Late Pick up Policy with a Venture Staff Member. I understand and agree to this one-time warning.

Parent Signature: _____

Venture Staff Member: _____
