



Recreational Activities for the Developmentally Disabled

CEREBRAL PALSY AGENCY OF RACINE
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► Late Pickup Policy and Fees

We realize that emergencies and other conflicts arise and are sometimes unavoidable. However, due to the operational and staffing costs incurred when a participant is not picked up at the scheduled end time of programming, a late fee will be charged. Please note that this fee is NOT billable to any state agency and must be paid in full prior to attendance of the next scheduled program.

- **A \$15 fee will be charged for the first 15 minutes following the scheduled end time of the program. (Example : Dance Club ends at 8:00 pm from 8:01-8:15 any participant still not picked up will be charged \$15)**
- **After the first 15 minutes, a fee of \$1.00/minute will be charged**
- **In the event parents/guardians/emergency contacts are not reachable, the police will be contacted and the participant will be handed over to a state agency/policy officer.**
- **Fees will continue to incur until the child is removed from the employee's care.**
- **Fees will be applied to each participant regardless if participants are to be picked up by the same person/transportation agency/group home.**
- **If pick up is repetitively late, the participant may be faced with removal from programming.**

I have read, understand and agree to abide by the policy above:

Participant Name:

x

Signature of Participant or Guardian

Date

- **By signing/typing your name electronically on the signature line, you are agreeing that your electronic signature is the legal equivalent of your manual signature on this form. You also acknowledge that RADD is not legally responsible for data breaches incurred if you return this form through an insecure method (ie: email or online contact form).**