



*Excellence with Caring*

# Florida Agricultural and Mechanical University

Tallahassee, Florida 32307-3100

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DEVELOPMENTAL RESEARCH SCHOOL

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December 20, 2012

Dear Parents,

Florida A & M University Developmental Research School (DRS) parents/guardians of students who are not enrolled in an after-school program or involved in a school authorized activity (such as a club, sport or tutoring) are expected to make arrangements to pick up their children on time after school. We understand that there may be emergencies that delay pick up, however; we must put the safety of our students first. Therefore, DRS has established the following late pick up policy to go into effect when we return from the semester break on January 8, 2013. We hope that this "three strikes policy" will allow for some flexibility while still holding parents accountable for on time pick-up and ensure the safety of all DRS students.

1. The first time a parent/ guardian (or designee) arrives late (more than 15 minutes after the end of the school day) to pick up a student, the school will send a written notice to the parent/ guardian enclosing the guidelines and informing the parent/ guardian that the next time the parent/ guardian is late, the school will charge the parent a fee of \$5 for the first 15 minutes, and \$10 for every 15 minutes thereafter. The school will also notify the parent/ guardian of the availability of any after school program offered by the school, and the associated fees.
2. Upon the second late pick up in the same school year, the school will again notify the parent/guardian of these guidelines, that the parent/ guardian is responsible for paying the appropriate fees, and that if the parent/guardian is late again, the school will require a conference with the parent before the student can return to school.
3. Upon the third late pick-up in the same school year the school will again notify the parent/guardian of these guidelines, that the parent/ guardian is responsible for paying the appropriate fees and will require a conference with the parent before the student can return to school. At this conference the parent/guardian will be required to sign a contract stating that they will pick up their children on time after school. Any breach in this contract (another late pick up) will result in the withdrawal of your student's invitation to attend Florida A&M University Developmental Research School. Failure to attend the conference and/or to sign the contract may result in the decision to withdraw the invitation to attend Florida A&M University Developmental Research School.

In all instances in which a parent/guardian is going to be late to pick up a student, the parent/guardian is required to notify the school as soon as possible. The safety of our students is extremely important to us. We know that the students remaining after school unsupervised creates an unsafe environment for all. We hope that you will do your part in assisting us by picking up your children on time.

Sincerely,  
Patricia C. Hodge

Patricia C. Hodge, Ph. D.  
Superintendent