



SECURITY / PICK-UP AUTHORIZATION

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All the facility doors remain locked at all times. This is to protect the children from going out and from strangers coming in. The front door has a key pad with an access number to unlock it. Parents are responsible for locking the door back when they come in and go out. When enrolling a child, parents are required to complete a list of the people who can pick up their child. Children will only be released to the people on their list unless the parent calls and tells us otherwise. Proper picture identification is required if we do not know the person. Parents may occasionally even be asked for identification if one of our teachers does not recognize them. Please do not be offended, this is for the children's protection. If there is a certain person that is not suppose to pick up a child, it must be documented on the child's enrollment form. All teachers will be made aware of these situations. If that person is the parent of the child, we must have court documentation to stop them from taking the child.

