



Dear Happy Parents of _____

Please take time to review our drop-off/pick-up procedures, 10-hour center service policy, and/or late pick-up policy. If you have any questions or concerns, feel free to contact our Director.

To better serve our families and to keep student - teacher ratios compliant to DHS, please specify the hour of drop-off and pickup so that we are prepared to accommodate.

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
DROP-OFF					
PICK-UP					

In the event that plans change, please email our center at least one week in advance. Should a last minute change occur, we ask that you give our center notice ASAP.

Thank you for your support!

Blessings,
HHLC