



UBIC Academy



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Holly Hill, Florida 32117

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Student Pick Up & Drop Off

GUIDELINES FOR DROPPING OFF OR PICKING UP STUDENTS

With the safety of each student as our priority it is the policy of UBIC Academy that students use the School entrance only (WEST side of campus off Center St.). Students may be dropped off no earlier than 7:30 at which time the doors will open. During school hours, the doors will remain locked. If your student arrives late, please bring them in to the school office and sign them in and receive their late slip which they will then take to their teacher. Students are to be picked up no later than 3:10 pm. Each parent or guardian is asked to provide a list (below) of those who are allowed to pick up students from school.

Name

Phone Number

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Your emergency contact phone: _____.

Thank you for helping us provide the best possible services for our students.

UBICA RAMS