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We are sure you did not mean to be late. Please remember that children must be picked up promptly at the end of the class (4:45pm). If you cannot pick your child up on time for future classes, please make arrangements with a friend or neighbor to do so and give a written note to the instructor to dismiss your child to that adult.

Any more tardiness will result in your child being dismissed from this class. Your child will not be allowed to attend the next After School session. No refund of your fee will be made. Thank you for your attention to this matter.

Student's Name

Class

Instructor's Name

Date

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