



The Little Lancer Theater Drop Off and Pick-Up Procedures

- ❖ Students wishing to participate in the scheduled Thursday afternoon workshops will need to have a completed Little Lancer Theater registration form and Pick-up form.
- ❖ All students will be required to stay the duration of the workshop, unless other arrangements have been made with the director.
- ❖ Teachers will be given a roster for each workshop indicating which students are registered to attend. They will walk the children to the gym. Only the children on the rosters will be allowed to stay. If your child is on the roster they will be required to stay, unless the teacher or director has received prior written notification indicating differently (i.e. note sent to school or email to the director).
- ❖ For students being picked up from the gym – This should be indicated on the registration form. If anyone other than the parents are allowed to pick up the student, please indicate so on the Pick-Up Information form. Each child will be dismissed once a parent/guardian has signed them out. If any student is not picked up by 3:30 pm (or 1:30 on early release days), they will be taken to the SJCA Aftercare program.
- ❖ For students in the SJCA Aftercare Program – This should be indicated on the registration form. The students will be escorted over to the program by the director or the director’s assistant.

Student's Name:		
Pick-Up Information		
<i>My child will:</i>		
<input type="checkbox"/> Be picked up inside by a parent/guardian	<input type="checkbox"/> Other _____	
<input type="checkbox"/> Need to go to the SJCA Aftercare Program		
Other People allowed to pick up my child:		
Name	Relationship	Phone#
Name	Relationship	Phone#
Name	Relationship	Phone#