

Brevard Academy- A Challenge Foundation Academy (BA-CFA) takes all reasonable steps to ensure that employees receive the correct amount of pay in each paycheck and that employees are paid promptly on the scheduled payday.

In the unlikely event there is an error in the amount of pay, the employee should promptly bring the discrepancy to the attention of the business manager in writing so that corrections can be made as quickly as possible.

Adjustments in pay will only be made if the employee has contacted the business manager in writing or email within 10 business of the pay being posted.