

COLLECTION PERMISSION SHEET

Name of Child.....

Class Teacher.....

Names of all adults who may collect my child (including Mum and Dad)

Name of adult – (Please Print)	What your child calls that adult – (Please print)

People who regularly collect my child on set days.

	Monday	Tuesday	Wednesday	Thursday	Friday
Name of adult					
What your child calls that adult					

- I give permission for these people to collect my child.

- I understand that if any other adult is to collect my child, I will contact the school to inform them. (Via telephone or give a written note to the teacher or complete the 'Daily Changes to Routine Collections' sheet at my child's classroom or complete the sheet at Breakfast Club).

- I understand that if someone else collects my child in an emergency, and I am unable to call the school, then a member of the school staff will keep my child safe in school until someone with parental responsibility can be contacted.

- I understand that if there are changes, I must accept responsibility for informing the school.

For older children only

- I give permission for my child to walk home alone.

- I give permission for my child to meet me at a younger child's class.

- I give permission for my child to meet me at one of the school gates.

Signed

Name(Please print) Date.....