Dear Parents/Carers

At home time we will only be able to release your children to authorised adults. Please provide the full names of all adults who will be authorised to collect your child from school and their relationship to them (including yourselves). If for any reason your child is to be collected by somebody not on this list you will need to send a note to the teacher. We will be unable to release your child to anyone else without your permission, so please ensure you keep us informed! ☺

Child’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Name of Authorised Adult**  **(First and Last Name)** | **Relationship to Your Child**  **(Aunt/Grandpa etc.)** | **Known to Child as:**  **(Omi/Pop etc.)** |
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