



## COLLECTION OF PUPILS

At the end of the afternoon pupils will wait in their own classroom until a parent/carer comes to collect them. Parents may nominate up to 2 other parents/carers/grandparents who may collect their child at the end of the school day without the above written permission by filling out a form that will be kept in the class file. These parents/carers must be parents/carers/grandparents of pupils at Polesden Lacey Infants School. (These will not necessarily be the same adults as the emergency contacts referred to below). If you wish to do this please complete the attached form.

It is essential that parents/carers ensure that all contact numbers are up to date and that emergency contacts know that they have been nominated as a contact.

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**Name of Child:** .....

**Name(s) of Nominated parent/carer/grandparent:**

1. ....

2. ....

I give my permission for my child to be collected by the above named person(s) on any school day

Signed .....Parent/Guardian Printed name: .....