

Sir Martin Frobisher Academy

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Executive Headteacher: Mr S Wood



Safe collection form

Dear Parent/Carers

To improve the safe collection of children after school we require you to name the person/people other than yourself, who will regularly be collecting your child from school.

We understand that on some occasions other than the adult's names may need to collect your child/children on behalf of yourself.

Please note without this information the school would be unable to hand over your child/children as the information is only used to ensure the safeguarding and collection of your child/children by the person nominated.

We will not release your child unless you inform us that an alternative person, other than those named on the list, will be collecting on that day.

Please complete and return the permission slip below to the school office.

I give permission for the following to collect my child/children from school:

Date

Authorised person 1

Authorised person 2

Childs name

Childs class

Yours Sincerely

Karen Haven

Safeguarding Lead

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