



**BARHAM PRIMARY SCHOOL**  
**STRIVING FOR EXCELLENCE**

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6<sup>th</sup> September 2016

Dear Parents / Carers

**ARRANGMENTS FOR COLLECTING CHILDREN AFTER SCHOOL**

If your child is sometimes collected from school by somebody other than yourself you must let the class teacher know in the morning. Please do not call the school office as messages cannot always be delivered on time. Young children can become distressed if they are not collected on time or there is any doubt about the person picking them up.

In order to make this easier, we would like you to complete the slip below, indicating up to 3 people who may collect your child and return it to the class teacher by Friday 9<sup>th</sup> September.

Thank you

**Barham Primary School**

**ARRANGMENTS FOR COLLECTING CHILDREN AFTER SCHOOL**

Full name of child \_\_\_\_\_ Class \_\_\_\_\_

Authorised to collect my child:

	Full name	Relationship to child
1		
2		
3		

Parent name \_\_\_\_\_ signature \_\_\_\_\_

Date \_\_\_\_\_

