



**Collection Arrangements**

It is **essential** that the School is notified if your child is going to be collected by anyone other than their parent/carer at the end of the school day, whether it be Kids Club, a relative or friend.

If the arrangement is a regular one (e.g., Jimmy will be going to Kids Club every Wednesday or Grandma will pick up on a Monday) please complete and return this form as appropriate.

If the arrangement is occasional, please write in the 'Going Home Book', located inside the classroom door or ring the Infant School office on 01480 475980 or send an email to [info@crosshallinfant.co.uk](mailto:info@crosshallinfant.co.uk)

**Should ANY of your child's regular collection arrangements change, please complete and resubmit this form (available from the school office) immediately.**

**Collection arrangements:**

For regular arrangements, please complete as appropriate.

My child will be collected **from school** by:

From school on:	Relative/Friend (name)	Kids Club ( <input type="checkbox"/> )
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		

Child's name: ..... Class:.....

Signed: ..... Date: .....

