



Holy Trinity C.E. Primary School

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Headteacher: Ms R Kimani

Deputy Head: Mrs K West

Dear Parent

From time to time you may find it necessary for someone else to pick up your child from school. In order to ensure the safety of all children in our care, we are unable to hand your child over to any sibling under the age of 16, unless you have discussed this with the headteacher and/or Kerri have the attached form signed.

Thank you.

I, (insert your name) request an
appointment with the headteacher/and or Kerri to discuss the collection of for my
child in..... Class to be collected
after school by a sibling under the age of 16.

PERMISSION FOR ANOTHER PERSON UNDER THE AGE OF 16 TO PICK UP A CHILD AFTER SCHOOL

I , (insert your name) give permission for my child
..... in Class to be collected after school
by a sibling under the age of 16.

Name of sibling	Relationship to Child	When, which days to pick up if known	Age of sibling

Signed: (Parent/Carer)

Date:

Any Comments