



END OF DAY EXITING ARRANGEMENTS



This form should only be completed if:

- (a) Children can walk home by themselves (Y5/6 only) or;
- (b) Someone without parental responsibility is collecting

IF YOU DO NOT RETURN THIS FORM, WE WILL ASSUME THAT ONLY THOSE WITH PARENTAL RESPONSIBILITY WILL BE ALLOWED TO COLLECT YOUR CHILD DAILY.

Option 1: For Reception to Year 6

(Please provide their name, relationship to your child and a contact number)

	Name of person collecting	Relationship	Their contact number
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			

Option 2: For KS2 (years 3-6 only). At the end of the school day, I give permission for my child to be released from the classroom on their own to meet me in:

**please note that we do not take responsibility for your child once they have left the classroom (please give details in Option 1 for the days your child is not to be released)*

Reception Playground ☐	KS1 Playground ☐	KS2 Playground ☐
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On the following days:

All ☐	Monday ☐	Tuesday ☐	Wednesday ☐	Thursday ☐	Friday ☐
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Option 3: For Y5 and Y6 pupils only:

My child is in Y5/6 and I give permission for them to walk home on the following days:

(please give details in Option 1 for the days your child is not to be released)

All ☐	Monday ☐	Tuesday ☐	Wednesday ☐	Thursday ☐	Friday ☐
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Any other relevant information, please give details below:

Child's Name: _____ Class: _____

Parent/Carer Name: _____ Signed: _____ Date: ____ / ____ / ____

Please advise the school immediately if any of these arrangements change

Where possible, please avoid informing us of last minute changes after 3pm: with such short notice we cannot guarantee a message will reach the class teacher in time.