



## **SUNNYHILL PRIMARY SCHOOL - COLLECTION ARRANGEMENTS FORM**

Please complete this form and return to the school office if you would like your child/ren to be collected by someone other than their primary parent/carer. This form has to be completed prior to your child/ren being collected by another person. Please note that the person collecting your child/ren has to be at least 14 years old.

<b>Child's Name:</b>		<b>DOB:</b>		<b>Class:</b>	
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<b><u>NAME AND RELATIONSHIP OF PERSON WHO CAN COLLECT THE CHILD (1)</u></b>			
<b>FULL NAME:</b>		<b>RELATIONSHIP TO CHILD:</b>	
<b>MOBILE NUMBER:</b>		<b>HOME TEL NUMBER:</b>	

<b><u>NAME AND RELATIONSHIP OF PERSON WHO CAN COLLECT THE CHILD (2)</u></b>			
<b>FULL NAME:</b>		<b>RELATIONSHIP TO CHILD:</b>	
<b>MOBILE NUMBER:</b>		<b>HOME TEL NUMBER:</b>	

<b><u>NAME AND RELATIONSHIP OF PERSON WHO CAN COLLECT THE CHILD (3)</u></b>			
<b>FULL NAME:</b>		<b>RELATIONSHIP TO CHILD:</b>	
<b>MOBILE NUMBER:</b>		<b>HOME TEL NUMBER:</b>	

I am giving permission for my child/children to be collected from Sunnyhill Primary School and I will notify you immediately should this arrangement change:

<b>PARENT NAME:</b> PRINT		<b>Signature:</b>
<b>Date :</b>		

### **OFFICE ONLY:**

<b>Name of Receiving Officer:</b>		<b>Date of receipt:</b>	
<b>Date SIMS Section 12 updated:</b>		<b>Class Teacher/ASC Informed Scanned-emailed</b>	