



Student Pick-Up Authorization

Notice: Without prior authorization from a parent/legal guardian, students will not be released early during the day to anyone other than a parent or legal guardian. By default, a parent who resides with the student and a parent who resides at another address will be allowed to pick up the student.

Parents may consent in writing to allow other individuals, including but not limited to step-parents, older siblings and grandparents, to pick up their child(ren) prior to the end of the school day without first obtaining permission from a parent/legal guardian. If you would like to authorize other people to pick up your child(ren), please request a *Student Pick-Up Authorization* form from each child's school, fill it out, and return it to the school.

According to Superintendent Policy 5700, school personnel may excuse a pupil before the end of the school day upon request of the parent or legal guardian for reasons which include, but are not limited to, the following: doctor appointments, home crises, and prior approved lunch passes.



STUDENT PICK-UP AUTHORIZATION

Please only fill out this form if you wish to have other people, including but not limited to step-parent(s), older sibling(s) and grandparent(s), pick up your child(ren) prior to the end of the school day without contacting you to authorize the release.

Name student uses _____
Last First Middle

School _____

Grade _____ Date of Birth _____ Student ID Number _____

Name _____ Relationship to Student _____

Name _____ Relationship to Student _____

Name _____ Relationship to Student _____

Parent Signature

Parent Name

Date

04/2013