

September 2016

Dear Parents and Carers

We need to have, on file, the end of day collection requirements for your child.

Please complete the slip below and return to the school office. Children will not be allowed to leave the classroom alone unless we have a permission slip from you.

Please note if there are any days where you need to change your arrangements please let the teacher or the office know.

Yours faithfully

Oliver's Battery Primary School



Child's Name: _____ Child's Class: _____

My child needs to wait in the classroom to be collected by _____

My child needs to go to _____ class to wait with brother or sister

My child can walk to the carpark to be collected

My child has permission to walk home alone

Signed: _____

Name (printed): _____

Date: _____