



Arrangements for collecting children at the end of after-hours activities

(Form to be retained by activity leaders)

I confirm the following arrangements for collecting my child at the end of an after-hours activity.

Activity: _____

Pupil's name: _____

Pupil's year group: _____

Contact telephone number: _____

(This number should be someone we can contact in case of emergency, or in case your child is not picked up.)

Please tick the option which will **usually** apply:

☐

My child will be collected by myself or my partner.

☐

My child will be collected by another trusted adult.

(Please ensure that the activity leader knows who will be collecting your child.)

☐

My child is allowed to walk home by themselves.

(KS2 only.)

If you want to change these arrangements (either permanently, or for a specific week) please contact the school office prior to the activity.

Signed: _____ Date: _____