



END OF SCHOOL DAY COLLECTION ARRANGEMENTS 2025 – 2026

Please complete this form if there are any substantial changes to your end of school day collection arrangements and return to the school office as soon as possible. Thank you.

Guidance notes for completion:

- If there are any one-off changes to these arrangements, please contact your class teacher directly.
- If your child attends wraparound childcare on the school site, they will be collected from their classroom by the childcare provider. Collection from private childcare arrangements will be made directly with the childcare providers.
- Please note: if your child attends any after school clubs, these arrangements will be made directly with the club organisers.

Name of Child:		Year:	Teacher:
These are the arrangements for the collection of my child from school <i>(Please tick as appropriate)</i>			
DAY	PLAYGROUND COLLECTION	WALKING HOME	WRAPAROUND
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
In my absence, I give permission for the person(s) listed below to collect my child on any of the above days. Please state a password below to enable another adult to collect your child. For Nursery and Reception children only.			
NAME		RELATIONSHIP TO CHILD	
Name of the person completing this form:		Relationship to child:	
Signature:		Date:	