

# Dane Bank Primary School

Thornley Lane South, Reddish,

Stockport, SK5 6QG

Telephone: 0161 336 5896

Email: [admin@danebank.tameside.sch.uk](mailto:admin@danebank.tameside.sch.uk)

Web: <http://www.danebank.tameside.sch.uk/>



Headteacher: Mrs Alicia Todhunter

## Collection of children after school

Friday 4<sup>th</sup> September 2020

Dear Parents/Carers,

We are required to update the pupil records we hold annually and so, we would appreciate it if you could complete the slip below regarding the collection of your child at the end of the school day.

We understand that there may be occasions where you are unable to collect your child and therefore ask that you nominate two people apart from yourself that can collect on your behalf. If for any reason, somebody else attempts to collect your child please do not be offended if we contact you for clarification before releasing your child.

Please complete the slip below indicating what arrangements you wish to be in place for your child at the end of the day. If your child attends Kid's Club on specific days, please indicate those below as well as what they will do on the other days.

Please complete and return the slip below by Monday 7<sup>th</sup> September.

Many thanks for your support,

Alicia Todhunter

Headteacher

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## Collection of children after school

My child: \_\_\_\_\_

Class: \_\_\_\_\_

I give my child permission to walk home alone: [  ]

My child will attend Kid's Club – please specify days [  ]

Monday	
Tuesday	
Wednesday	
Thursday	
Friday	

My child will be collected at the end of the day [  ]

In the event that I am unable to collect my child, I nominate the following people.

1. \_\_\_\_\_

2. \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

