

Pick-up Consent Form

Please PRINT clearly

NAME of Child:

Child's Date of Birth:

FIRST NAME	LAST NAME	PREFERRED NAME	DAY	MONTH	YEAR
Name of Parent(s)/Guardian(s)			Name of Parent(s)/Guardian(s)		
Address <input type="checkbox"/> Cell <input type="checkbox"/> Home <input type="checkbox"/> Work			Address – If Different <input type="checkbox"/> Cell <input type="checkbox"/> Home <input type="checkbox"/> Work		
#1 Phone Number for Emergencies <input type="checkbox"/> Cell <input type="checkbox"/> Cell <input type="checkbox"/> Home <input type="checkbox"/> Home <input type="checkbox"/> Work <input type="checkbox"/> Work			#1 Phone Number for Emergencies <input type="checkbox"/> Cell <input type="checkbox"/> Cell <input type="checkbox"/> Home <input type="checkbox"/> Home <input type="checkbox"/> Work <input type="checkbox"/> Work		
Additional Phone Number(s) for Emergencies			Additional Phone Number(s) for Emergencies		

1. The following additional person(s) **have** my permission to remove my child, _____ from Highlands Early Learning Centre when I am unable to do so. Photo ID must be shown.

(Name of alternate person)	(Local Phone number)	(Relationship to child)
(Name of alternate person)	(Local Phone number)	(Relationship to child)
(Name of alternate person)	(Local Phone number)	(Relationship to child)
(Name of alternate person)	(Phone number)	(Relationship to child)

2. By law, any parent or guardian is permitted to pick up their child from the preschool without the consent of the other parent or guardian, unless there is a court order in place that would prevent this. If any parent or guardian of your child is subject to a court order that restricts their access to your child, please provide their name below. A copy of the court order will be requested for our files.

(Name)	(Relationship to child)	(Phone number)
--------	-------------------------	----------------

3. Children are to be picked-up immediately upon dismissal. Failure to pick-up your child within 16-30 minutes after classroom dismissal time will result in a Late Pick-Up Charge of \$30.00 per child; any late pick-up after 30 minutes post class dismissal will result in a Late Pick-Up Charge of \$50.00 per child. Parents will be invoiced for this charge by email and payment is due to Highlands Early Learning Centre immediately upon receipt of invoice.

Printed Name of Parent or Guardian Signing this form: _____

Signature of Parent or Guardian: _____ Date: _____