

Home Time Arrangements

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In order to comply with our safeguarding responsibilities it is important that we know your child's usual home time arrangements for each day.

Please complete the table below to let us know who will usually be collecting your child:

	Collected at 3:10pm by (adults name):	Relationship to child:	Will attend OSCA (after school club):
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			

We understand that arrangements may sometimes need to be altered. If this is the case please ensure you let the school know in advance, either via the school office, your child's teacher or write in your child's communication book.

Please let us know a 'password' that your child's class teacher could ask the person picking up your child to confirm that it is them, this is especially helpful if the person collecting is someone that the school does not know.

Password:

In order to help us, to help you, please let us know if there are any health issues for parents/carers that might mean that you might need any assistance. Or any health issues you would like to make us aware of.

The parents/carers in our household have no health issues that school needs to be aware of

I would like school to record the following parent/carer health issues on my child's record

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Signed (parent/carer): **Date:**