



## Collecting Children from School

### Authorised Collection List

At Broadway Junior School, we strive to provide a culture of vigilance where the whole workforce are committed to keeping our children safe. Please share this commitment by listing only those who are authorised to collect your child from school. Please notify the office in writing of any changes to this list as soon as they occur.

If someone who is NOT on this list is picking up your child from school, it will be necessary for you to notify the office in writing (email: [admin@broadwayjuniorschool.com](mailto:admin@broadwayjuniorschool.com) or a note from home).

**Child's Name:** \_\_\_\_\_

#### Parents/Carers:

1: \_\_\_\_\_ Name

2: \_\_\_\_\_ Name

#### Name of Others:

#### Relationship:

#### Phone Number:

1: \_\_\_\_\_

2: \_\_\_\_\_

3: \_\_\_\_\_

4: \_\_\_\_\_

5: \_\_\_\_\_