



Safeguarding End of Day Arrangements Form

Parents/Carers: The Downley School takes Safeguarding very seriously and would appreciate it if you complete this form and return it via your child's class teacher as soon as possible. **If a person is not listed on this form, or you have not sent a note or email with changes to a pick up arrangement, we will not be able to dismiss your child until we have spoken to you to confirm arrangements.**

Please complete a new form every time arrangements change (copies available on the website and in the main reception area)

Child's Name: Class:

Day	My child will be collected by:*	My child goes to The Downley After School Club	My child goes to a club after school (at TDS)	I give permission for my child to walk home/agreed meeting place on their own
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				

*please give the names of **all** the adults that have your permission to collect your child on a **regular** basis (including yourself as a parent/carer)

SECURE PASSWORD(This must be given to whomever is collecting your child)

In an **emergency** e.g. school closed early due to snow, adult delayed due to traffic congestion, parent at home caring for poorly sibling etc., if different from above, my child can be collected by [please print name(s)]:

.....

In an emergency, please telephone the following number:

Signed: (Parent/Carer)

Print Name: Date: