

**STUDENT PICK-UP AUTHORISATION FORM**

Name of the Student \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Year/Sec \_\_\_\_\_\_\_\_\_ ID: \_\_\_\_\_\_\_\_\_\_\_

Your child’s safety is paramount to us at Ajyal International School. Please provide us with 5 authorised persons (including parents) that may be picking up your child.

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| --- | --- | --- | --- |
| Name | Relation to the student | Mobile NO. | Email Adress |
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Emergency Telephone password: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If you call and need your child to go with an unauthorised person, then the above password which is personal to you and the student **MUST** be given to ensure it is you on the other side of the phone. Please note this is not your mobile number- it’s a word that you can remember when we need to clarify whether you’re the parent or not. You will be required to say this password whenever you call, so please ensure it’s something that you will remember and should only share it with those that you trust.

Please note that any person picking up the student for the first time, MUST have ID proving that they are the authorised person above. If you would like to add another person to the list or remove somebody from the approved list, then an email will be required (from the email of a parent which is on our file) in order for the change to take place. Telephone messages are not sufficient unless your password is given.

**Our promise to you:**

* WE WILL NOT GIVE ANYONE THE DETAILS GIVEN ABOVE.
* WE WILL NOT RELEASE THE CHILD TO ANYONE WHO IS NOT ON THE ABOVE LIST (unless you have stated in writing or called the school with your password).

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Parent of

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Year/ Section \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Herby certify that all the above information is true and accurate and I take full responsibility for any missing, inaccurate and not updated information about my child’s pick up authorised person.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_