



The Benjamin Banneker Charter Public School

CHILD PICK UP AUTHORIZATION

I. Personal Information (please print)

Today's Date: ___/___/___

Child's Name: _____

Age: _____

Parent/Guardian Names: _____

Home Phone: _____ Cell Phone(s): _____

Work Phone(s): _____

II. Authorized Pick Up

Please list any individual who is authorized to pick up your child, including yourself. Each authorized person must be at least 16 years of age. The above-named child will not be permitted to leave with anyone who is not listed below. Authorized individuals must pick up the child in person and may be requested to show identification to school staff. Children will not be released to persons who fail to provide acceptable identification upon request.

I authorize the following responsible persons to pick up my child from school:

Authorized Person	Phone Number	Relationship to Child
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please note that children must be picked up at the designated time. If any authorized adult is unable to be reached, The Executive Director will contact the local police department as a last resort to take your child home. If you are not at home, your child will be released to the Division of Children and Family Services.

III. Authorized Dismissal

In case of a last-minute change, please send an email in the morning authorizing your child's release to the new person and including the dates for which permission is given.

Signature of Parent or Guardian: _____

Parent or Guardian Name*: _____
(please print)

*Please note that only the enrolling parent will be permitted to complete and edit this form.