



OUR LADY CATHOLIC PRIMARY SCHOOL
 The Diocese of Westminster Academy Trust A Catholic Academy
 Old Hale Way, Hitchin, Herts, SG5 1XT

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 Tel: 01462 622555

Head Teacher: Susan Brown

To streamline collection of children at the end of the school day parents can nominate other responsible adults, besides themselves, to collect their child. Parents will only need to inform the class teacher and school office if there are any deviations from the information on file. Please complete the following form and return to the school office as soon as possible.

I give permission for my child of year to be collected by the following people.

Name of Adult	Relationship to child	Contact Telephone Number

Signed Relationship to child

Date

