



Permission to Pick Up

I give _____ (Name of the person picking your student up) permission to pick up my student _____ (Name of Student) on _____ (Date).

Parent's Signature

Please turn this form in to the office the day before the person is to pick up your student or please email this information to kclark@heritage-academy.net by 8:45 AM on the morning that they are picking up your student (s).

Please be sure that whoever is picking your student(s) is prepared to show ID.

Submitting this form helps us to ensure the safety of your student (s). If the regular pick-up people are coming through the line, then there is no issue. However, if someone is coming through the pickup line that we do not recognize for picking up your student, we need to know that ahead of time. We need to know that they have permission to pick up your student (s). If we have this information ahead of time, then things move smoothly. If we do not have this information and we have to call to verify it, that will hold up your family, hold up everyone in the pick-up lines, and disrupt the staff from focusing on the safety of the students during pick up. Please help us by letting us know in advance if someone different is picking up your student (s).