

## **Authorization for Pick Up**

North Cross MDO will not release your child to anyone who you have not included on this 'Authorization for Pick Up' form. At the beginning weeks of school, please inform your child's teacher who the regular pick up person will be for your child. **If regular pick up person changes:** If someone on your authorized list will be picking up, please send in a note or call the school to make us aware of the change so we will know who to expect.

If the pickup person is not on your authorized list: We will require a written note or phone call submitted before the end of the school day authorizing the non-listed person to pick up. You will be notified immediately if someone not on your list comes to pick up your child and we have not received a note with your authorization.

**Picture I.D. Required:** Please notify the person on your list that a picture I.D. will be asked for by the teacher prior to releasing your child, so be sure to bring it in with them.

**Please Note:** We know that emergencies and unusual situations happen. All of these precautions for releasing students are to insure your child's safety and are not meant to cause any inconvenience for parents. We very much appreciate your understanding and cooperation with our policies on picking up students.

If changes need to be made to this list during the course of the school year, please come by the office to complete a new form.

Student's Name:	Parent's Name:	
I authorize the persons listed below to pick up my child from North Cross MDO. Please include names of both parents or guardians on this list.		
Name:	Phone:	Relationship: