

WINCHESTER POTTERS ELEMENTARY

PARENTAL PICK-UP AUTHORIZATION

Parents who wish to pick up their children on a **regular basis** must complete the form below.

You may drop it off at the Main Office or Email this form before your child's first day of school.

CRupert@wscschools.org

Each family will receive ***two car tags*** with a number for their family.

Your car tag must be displayed on your dashboard.

Each child will receive a backpack tag, this needs to be on their backpack so we can efficiently dismiss your student.

Please do not remove these from your child's backpack.

If there is a change to a pick-up day or who is picking up your child, please send a note in your child's take-home folder that morning. During the school day if there is a change in pick up, please notify the

Main Office as soon as possible at **716-677-3580** or the above email.

Student pick-up will begin at **2:50** p.m. ***Please do not enter the Loop before 2:40 p.m.***

Please have your picture ID ready when a staff member arrives at your vehicle.

Student _____ **Teacher** _____

Parent _____ **Phone #** _____

-Additional Authorized Adults-

_____ Phone # _____

_____ Phone # _____

_____ Phone # _____

My child will be picked up every week on:

☐ **Monday** ☐ **Tuesday** ☐ **Wednesday** ☐ **Thursday** ☐ **Friday**

Parent Signature

Date