



**Simonside Primary School**  
**Bedeburn Road**  
**Newcastle upon Tyne**  
**NE5 4LG**  
**Telephone** (0191) 2860776  
**Website** [www.simonside.newcastle.sch.uk](http://www.simonside.newcastle.sch.uk)  
**Email** [admin@simonside.newcastle.sch.uk](mailto:admin@simonside.newcastle.sch.uk)  
**Date:** 30.04.21



Thursday 30<sup>th</sup> September

Dear Parent/Carers of Year 5 & 6 children,

In order to ensure that your child is picked up safely at the end of the school day, could you please complete the following form so that we have an up to date record of how your child goes home. Could you please notify the school office by telephone, email or class dojo if there are any day to day changes to their normal routine.

Name of child: \_\_\_\_\_ Class \_\_\_\_\_

- I give permission for my child to travel home on their own at the end of the school day.
- I / nominated person will collect at the end of the school day. Please give name and relationship to the child of the nominated person(s). For any unseen circumstances that the nominated people cannot collect your child please contact the school immediately. Messages may be left on the school answerphone machine and contact by phone/e-mail will be returned as soon as possible thereafter.

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Other arrangements you have for your child if they do not fit into the above categories.

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Please remind your child that if no-one is there to pick them up after school pupils must come back into school to the classroom or the main entrance of school for assistance from a staff member.

Signed \_\_\_\_\_ (Parent/Carer)



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