

Manor Park Primary Academy

Greyhound Road, Sutton, Surrey, SM1 4AW
Tel: 020 8642 0144 Fax: 020 8643 1673
Email: office@manorpark.sutton.sch.uk



Headteacher: Ms Scrase
Deputies: Ms Clark & Ms Groom

Authorised collection

Infant and Nursery children must be collected from school by their parent/guardian or your representative, who must be an adult i.e. over 18 years of age.

If you are not able to collect your child on a regular basis and would like another adult to be allowed to do this, please complete this form and return it to your child's class teacher or the school office.

Please list below those adults who you, as the named child's parent/guardian, authorise to collect your child from school on any day.

Child's Name: _____ Class: _____

Surname	Forename	Title (Mr, Mrs, Miss)	Telephone No.	Mobile No.
Relationship to child e.g. childminder, grandparent, family friend etc.				

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I authorise the above named person(s) to collect my child from school.

Signed: _____ Date: _____
Parent/Guardian