



Additional Permanent Authorisation to Collect

Please complete this form if you are requesting an additional person other than a regular authorised person/s to collect your child and to sign your child out on your behalf. Please be aware that this person will need to produce photographic identification in order to collect your child on the first instance of collecting your child and on future instances when staff facilitating the program that day have not meet the person.

Childs Name: _____

Parent / Guardian Name: _____

I request that the following authorisation is added to the child's (as noted above) enrolment form at the Kindergarten Service.

Parent / Guardian Signature: _____

Date: _____

AUTHORITY TO COLLECT OTHER THAN PARENT / GUARDIAN (S):

Name		
Address		
Telephone	Home:	Work
	Mobile	
Relationship to Child / Family		
Drivers Licence No		
Signature of Person with Authority to Collect		

Form received by the Kindergarten Service Date: _____

Staff Member Name: _____

Staff Member Signature: _____

This form reflects a further person with authority to collect other than parent / guardian (s) as per section two of the enrolment form. This form is to be attached to the child's enrolment form.