

HCLS Latchkey Staff Early Sign-Out Permission Form

I give permission to Latchkey staff to sign out my child, according to the dates, times, reasons, and terms listed below:

Student First & Last Name: _____

(One form per child)

Dates	Sign-Out time	Reason

1. I understand that once Latchkey staff signs out my child(ren), Latchkey will relinquish responsibility for my child(ren).
2. Once signed-out by Latchkey staff, I understand my child(ren) will be expected to attend to the reasons stated above.
3. Students are welcome to approach Latchkey staff if they have any questions, concerns, or needs, after Latchkey staff has signed them out.

By signing below, I have read, understand, and will adhere to the terms stated above.

Parent Signature: _____ Date: _____