

**Regina Pre-K, Preschool & Daycare, Early Childhood Center**  
**2140 Rochester Ave., Iowa City, IA 52245**

**PICK-UP PERMISSION FORM**

Facility: *Regina Early Childhood Center*

Child's Full Name: \_\_\_\_\_

I hereby give permission for my child to leave the center with the following persons named below. It is the responsibility of the parents to notify the center, in writing, of any changes.

Mother: \_\_\_\_\_ Phone #: \_\_\_\_\_

Father: \_\_\_\_\_ Phone #: \_\_\_\_\_

Emgcy. Care Prvdr: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone #: \_\_\_\_\_

Other: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone #: \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

If there is a separation, or custody problem, which Regina Staff should be aware of, please explain:

\_\_\_\_\_  
Name of person(s) who may not pick up the child: \_\_\_\_\_

**TRAVEL AUTHORIZATION RELEASE**

I/we do \_\_\_\_\_, do not \_\_\_\_\_, give consent for \_\_\_\_\_ to participate in field trips with Regina Preschool Teachers. I/we do reserve the right to be notified before each field trip that involves travel in or out of town. I release Regina Preschool/Daycare of any liability unless negligence is proven. I am aware that Regina Preschool Teachers may take children on walks within the vicinity of the program.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

**PHOTOGRAPHY RELEASE**

I/we do \_\_\_\_\_, do not \_\_\_\_\_, give consent that Regina Preschool/Daycare may take photographs of our child: \_\_\_\_\_ and we consent that Regina may use the photographs of our child for display or promoting the purpose of the Center. We understand that no financial benefits from the use of the photographs are obligated to be paid to us.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

**CONFIRMATION OF HANDBOOK RECEIPT**

I acknowledge that I have read the Regina PreK/Preschool & Daycare Handbook and have access to a copy for reference on either the Regina Preschool Website or in hard copy (by request to the director). I agree to follow all policies outlined within the Regina Preschool Handbook, with special attention to those regarding parental responsibilities. Our handbook clearly outlines our program and the responsibilities of parents in order to facilitate the safety of all children in our program. Please feel free to ask the director any questions regarding procedure and policy.

\_\_\_\_\_  
Name Signature Date