



Family Christian Academy Preschool

"Building Foundations for Faith and Learning"

Restricted Pick - Up List

Child's Name _____ Date _____

Please indicate below who will be allowed to pick up your child from FCA Preschool. This information is critical to your child's safety and welfare; therefore, if any changes or additions are needed, please revise the original form in the office. Only the child's parents or legal guardians will be allowed to revise this form through the preschool office only.

If a relative, friend, or neighbor is replacing you (the parent or guardian), even only for a day, WE MUST KNOW WHO THAT WILL BE. You must notify the office if a special pick up is necessary. We will not release your child to anyone unless you have given us written consent to do so. A fax from domiciliary parent or guardian in your handwriting will be sufficient. Our fax number is 225-768-4515. We will request identification from any person that the supervising staff member does not know. No child will be released without a proper car seat. Please remember that there is an additional fee of \$2.00 per minute for children picked up after 6:00 and a \$5.00 per minute fee after 6:15.

Parent or Legal Guardians should be listed as below:

1. _____ 2. _____

Alternate pickups:

3. _____ 4. _____

5. _____ 6. _____

Parents/Legal Guardians Signature _____

The individuals listed above may not have the access code to enter the building.

A Ministry of Family Worship Center
8919 World Ministry Ave * Baton Rouge, LA 70810-9099 * (225) 768-3024
P.O. Box 262550 * Baton Rouge, LA 70826-2550

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