



Allendale Elementary Parental Pick-Up Authorization 2025-2026



Parents who wish to pick up their children on the regular basis at dismissal must complete the permission form below. By filling out this form you will **NOT** need to send in a note on the days you designate for your child(ren) to be picked up. They will be on the pick-up list automatically. **Please return this form to school ASAP.**

- Each family will receive *two car tags* per family. Please share your car tags as a family.
- *Your car tag must be displayed on your dashboard.*
- *You will remain in your car for this process, there is no need to come into the building.*

Student pick-up will begin **promptly at 2:55 PM.** *In order for us to keep an overflow of traffic to a minimum, **please do not arrive prior to the designated pick up time.***

Please Print:

Student #1 _____ Teacher _____

Student #2 _____ Teacher _____

Student #3 _____ Teacher _____

Student #4 _____ Teacher _____

Parent _____ Phone # _____

Additional Authorized Adults _____ Phone # _____

_____ Phone # _____

_____ Phone # _____

_____ Phone # _____

My child will be picked up:

☐ Everyday

Or specify which day(s) of the week:

☐ Monday ☐ Tuesday ☐ Wednesday ☐ Thursday ☐ Friday

***** A PICTURE ID IS ALWAYS REQUIRED AT THE TIME OF PICK-UP*****

For any other pick-ups that are NOT on our regularly scheduled pick-up list you must send in a note to the office. IF YOU FORGET TO SEND IN A NOTE PLEASE DO NOT EMAIL, TEXT, OR USE THE REMIND APP TO CONTACT THE TEACHER. YOU MUST CONTACT THE OFFICE @ 677-3661.

****This form must be filled out every school year