

Souderton Area School District

SUMMER PROGRAM

SUBSTITUTE PICK-UP FORM

This form signifies your permission that the below named individual be allowed to pick up your child from Souderton Area Community Education's Summer Program, on the date indicated. Please fill out this form in its entirety and hand it in to the Site Director. For your convenience, additional forms are available at the front desk.

THE DESIGNATED PICK UP PERSON SHOULD BE PREPARED TO SHOW ID.

If you have custody issues, please provide a copy of the current custody order to:

SACE
760 Lower Road
Souderton, PA 18964
ATTN: Brenda Oelschlager

A copy of your custody order will be kept on file and brought to the attention of the appropriate personnel. Any other custody issues/concerns should be put in writing and presented to your Site Director. We ask your cooperation with these matters in keeping your child(ren) safe.

**PLEASE DO NOT BE OFFENDED IF OUR STAFF ASKS TO SEE ID
OR QUESTIONS SOMEONE'S IDENTITY.**

Name of Child: _____ Date: _____

Parent's Name: _____

Phone # where Parent can be reached during program hours: _____

Person Picking Up Child: _____

Relationship to Child: _____

-----PROGRAM USE ONLY-----

LOCATION: _____

EMPLOYEE RELEASING CHILD: _____

FORM OF ID CHECKED: _____

DATE & TIME: _____

PICK UP PERSON'S SIGNATURE: _____