

Oswald Road Primary School

Oswald Road, Chorlton-Cum-Hardy, Manchester M21 9PL
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Headteacher: D. Howard



20th November 2015

Dear Parent / Carer

Pick-up Password

Safeguarding is extremely important to our community at Oswald Road and therefore we are asking that you provide us with a pick-up password for your child.

This is a very common practice already done in a lot of Early Years settings, including our nursery.

If someone arrives to collect your child and the adult in the room is not familiar with them, then they will ask them for the pick-up password. This password should be unique to your child and all parents/carers who pick them up will need to be able to remember it.

If an adult who we don't recognise arrives to pick up a child and they don't know the password, that child will not be able to leave with them. If this situation happens, we will contact you and our safeguarding team will be informed.

Please complete the attached form with your chosen password and return it to your child's teacher no later than **Friday 4th December**.

Thank you for your co-operation.

Kind regards,

Jen Dyson
Reception Phase Leader

Pick-up Password

Child's name: _____ Class: _____

Pick-up Password: _____

Signed (Parent / Carer): _____ Date: _____



Inspiration & Success

