



May 2020

Dear Parents/Carers,

Pick-Up Passwords

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 done in a lot of Early Years settings.

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 email your chosen pick-up password to admin@oswaldroad.manchester.sch.uk.

Kind regards,

Laura Tracanna
Assistant Headteacher of Early Years



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