



Saint Zachary Catholic School

Building a Foundation for Faith, Family, and Academics.

EMERGENCY PICK-UP OR CLOSE FORM - 2020-2021

Dear Parent/Guardian,

On occasion it becomes necessary for the school office to contact parents/guardians during the school day. (i.e.: illness, unexpected school closing etc.). In such a situation it is necessary to ensure that your child is safely picked up from school as quickly as possible. **Please complete the information below. Please print clearly.**

Family Name: _____

Students:	_____	<u>Room #</u>	<u>Grade</u>
	_____	_____	_____
	_____	_____	_____

Please list in order of contact preference the person(s) who can **quickly pick up your child during the school day**: *****It is extremely important to identify someone who is able to pick up within 30 minutes, especially during the Covid 19 pandemic.*****

1. Name: _____ Relationship to child: _____
 Phone numbers: 1. _____ Home/Work/Cell (please indicate)
 2. _____ Home/Work/Cell (please indicate)

2. Name: _____ Relationship to child: _____
 Phone numbers: 1. _____ Home/Work/Cell (please indicate)
 2. _____ Home/Work/Cell (please indicate)

Please provide the school office with the best e-mail address to contact you:

1. E-Mail: _____
 2. E-Mail: _____

PLEASE CONTACT THE SCHOOL OFFICE FOR ALL CHANGES TO THE ABOVE INFORMATION.

Parent's Signature: _____ Date: _____

Revised: August 3, 2020