



**THE EARLY CHILDHOOD CENTER PROGRAMS**

**Lab School of the School of Education**  
Brooklyn College Child Care Services, Inc.  
Brooklyn College  
City University of New York

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Maryann Moran  
Director

Dear Parents:

This is to inform all parents and members of the Early Childhood Center community that Center policy concerning pick-up is as follows:

1. *No child will be released to anyone who is not listed below. **All persons must be prepared to show a current photo ID upon request.***
2. *Visitors of the child, (besides the parent), must have the parent's consent in writing (see list below).*
3. *Each parent MUST initial the daily SIGN-IN/SIGN-OUT sheet, located by the classroom door.*

We appreciate your cooperation in allowing us to maintain your child's safety. Please fill in the information below.

Thank you

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**The following people have my permission to visit and/or pick-up my child from The Early Childhood Center Programs**

Child's Name: \_\_\_\_\_

| Name     | Relationship to child | Contact #s |
|----------|-----------------------|------------|
| 1) _____ |                       |            |
| 2) _____ |                       |            |
| 3) _____ |                       |            |
| 4) _____ |                       |            |
| 5) _____ |                       |            |
| 6) _____ |                       |            |

\_\_\_\_\_ Date

\_\_\_\_\_ Signature-Parent/Legal Guardian

\_\_\_\_\_ Print Name-Parent/Legal Guardian