

**2022-2023**  
**BEDFORD RECREATION KIDS' CLUB**  
**➤ AUTHORIZATION FOR PICK-UP OF CHILD ◀**

*Please fill out this form completely. This information is required by the Massachusetts Department of Early Education and Care.*

I hereby inform Kids' Club that the person(s) listed below are authorized to pick up my child named below, and I instruct Kids' Club to release my child into the care of such authorized person(s) when they come to Kids' Club.

Child's Name: \_\_\_\_\_ Grade: \_\_\_\_\_  
*(Please Print Clearly)*

**AUTHORIZED PERSONS FOR PICK-UP OF MY CHILD:**

Name	Phone #	Relationship to Child	Residential Address

I understand that:

- Parents/guardians must inform Kids' Club of the name of the person(s) picking up their child on any day when they themselves are not.
- The Authorized Pick-Up Person(s) must come in to Kids' Club at the main entrance, present their photo ID to Kids' Club staff, then sign out the child/children at the Kids' Club main reception desk before leaving.
- The Authorized Pick-Up Person is not permitted to pick up a child directly from the bus and leave.
- This authorization shall remain effective for the remainder of the school year unless otherwise indicated by the parents/guardians.

Authorized by: \_\_\_\_\_  
*(Parent/Guardian Signature)*

Date: \_\_\_\_\_

*For Administration/Staff Use only:*

\_\_\_\_\_ Procure \_\_\_\_\_ File