



FAMILY CHRISTIAN ACADEMY

A MINISTRY OF FAMILY WORSHIP CENTER

8919 World Ministry Ave. • Baton Rouge, LA 70810

225-768-3026 or 225-768-3027

— RESTRICTED PICK UP LIST —

Child's Name _____ Grade _____

Parent's Name _____ Number _____

Parent's Name _____ Number _____

Emergency Contact _____ Number _____

SAFETY PROCEDURES:

PERSONS: If any person, related or other replaces the parent or legal guardian for student pick-up, **THE OFFICE MUST BE INFORMED.** We will not release your child to another party unless you have notified the office by phone or in writing via REMIND or email. ***Photo identification required.**

PROCEDURES: All students **MUST** be picked up in car line in a vehicle with a visible car tag. All approved persons without a car tag **MUST** pick up students from the office. ***NO person is allowed to pick up students in car line without a vehicle.**

AFTERCARE:

There is an additional minute by minute **late fee** for children picked up after 5:30 pm.

**NO Aftercare is provided on half days.*

INFORMATION UPDATES:

Check your student/family information in Sycamore for accuracy. Informational updates can be made there.

**This information is critical to your child's safety and welfare; therefore, if any changes, additions or deletions are necessary, a new form will need to be submitted.*

***PHOTO ID REQUIRED FOR INDIVIDUALS LISTED BELOW**

Please indicate below who will be allowed to pick up your child from FCA. The following people have permission to pick up my child from Family Christian Academy.

1. _____ 6. _____

2. _____ 7. _____

3. _____ 8. _____

4. _____ 9. _____

5. _____ 10. _____

Parent's Signature _____ Date _____