

# AUTHORIZATION TO RELEASE STUDENTS

The following people are authorized to take my child(ren) from the Burge Terrace Christian School premises. I understand that school personnel may request official identification at any time to verify their identity. Children will not be released to any person whose name does not appear below. All authorized adults must be 18 years or older. If necessary, I will call or email the school office between the hours of 9:00 am and 3:30 pm to authorize a substitute.

**Please note:** *In case of emergency (after 3:45 pm), you may call Mrs. Newton at 765-425-3927.*

**CHILD(REN)'S LAST NAME:** \_\_\_\_\_

| <b>CHILD(REN)'S FIRST NAMES:</b> |
|----------------------------------|
|                                  |
|                                  |
|                                  |
|                                  |
|                                  |

**AUTHORIZED ADULT**  
(including parents/guardians)

**RELATIONSHIP TO CHILD**

---

---

---

---

---

---

---

---

---

---

---

---

---

---

## **PREFERRED EMAIL ADDRESS**

Because email is the primary means of communication for the faculty and staff, it is required that our parents provide an email address that will be **checked regularly**. Please list the email address(es) that BTCS can utilize for regular contact.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Email

\_\_\_\_\_  
Name

\_\_\_\_\_  
Email

(Continued on back)

## TEXT MESSAGE ALERT SYSTEM

To enable us to notify families of important changes or reminders (such as inclement weather closings or extracurricular activities, etc.), BTCS utilizes a text message system. If you wish to be included in this notification system, please provide the information requested below.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Cell Phone Number

\_\_\_\_\_  
Name

\_\_\_\_\_  
Cell Phone Number

## PHOTO PERMISSION

I understand that I have the option to grant or deny permission for photographs of my child to be used in publications, social media and on the school website. If I grant permission, the school may use images of my child in publications, social media and on the website. If I deny permission, Burge Terrace Christian School will not photograph my child.

- Yes, I give permission for my child's photograph to be used in publications, social media and on the school website.
- No, my child's photograph may not be taken.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_