

## Child Release Code

Students Name: \_\_\_\_\_

Tiny Steps Learning Center, Inc. is open Monday thru Friday, 6:45am to 6:00pm

No child shall be released to any person(s) other than the custodial parent, legal guardian, or other authorized individual on the application for enrollment. Any person(s) authorized to take a child from the school, other than the child's parent or guardian, must present government issued picture I.D. to the administration before a child is released.

In the event where no person authorized to remove a child from care is available, the child's parent or guardian must contact the school and authorize another individual to remove the child from the facility. TSLC required that a parent or guardian verbalize the correct password or number identifier chosen to each child at the time of enrollment in the facility and recorded on this form.

TSLC shall immediately notify Florida Department of Children and Families (DCF) and the local police department in the event a child isn't picked up by an authorized person within one hour after the scheduled closure time of the facility.

My child's release code is: \_\_\_\_\_

*The entire policy on releasing of a child can be reviewed in the Parent Handbook.*

Parent or Legal Guardian Signature	Date	TSLC Director Signature	Date
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**Procedure accepted and release code providing during the electronic registration or re-registration processes.**