

# Checkpoint

## self-release policy 5th & 6th grade

### **CHECK-IN**

Children in Grades 5 and 6 are required to check-in through Checkpoint and wear a name badge in class. This helps us keep an accurate record of attendance, monitor allergies /special concerns, and identify which students are attending one session or two sessions.

### **CHECK-OUT**

You may choose to exempt your 5th /6th grade child from the “parent check-out process” and designate your child for “self-release.”

If you choose this option your child will be released by the Children Ministry volunteer at the end of class. You will not need to pick up your child at the classroom; rather, you should meet your child at a pre-arranged location.

During service times children must be either in worship or in class. Children unattended by an adult will be escorted to their age-appropriate class and will not be allowed to roam the building. To avoid confusion during the check-out process, a Children’s Ministry volunteer may choose to release your child only after the other children have been checked out. This may result in a delay.

If you wish to check out your child early, or before class is over, you must pick them up personally at the classroom.

Child’s Name (Please Print Clearly) \_\_\_\_\_

Parent/Guardian Authorizing Self-Release (Please Print Clearly) \_\_\_\_\_

**I have read the Self-Release Policy above and I wish to designate my child for self-release.**

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