**Authorized Escorts List Form**

The New York City Health Code requires child care centers to obtain and maintain, for every child, a list of all persons authorized by the parent/ guardian to escort the child from child care. The child care center shall not release any child to any individual who has not been identified by the parent/ guardian as a person who is authorized to escort a child out of the center.

***Instructions****: The parent/ guardian must complete, sign, and return this form to the child care center upon enrollment and update this form immediately when there is any change in authorized escort information.*

**I,** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**, authorize this child care center to release my child,**

*(parent/ guardian name)*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**, to the individuals I have identified below.**

*(child name)*



|  |  |  |
| --- | --- | --- |
| Name: |  | |
| Relationship to child: |  | |
| Home address: |  | |
| Preferred contact: |  Mobile/Cell Telephone  Home Telephone  Work Telephone  Text (Mobile)  E-mail | |
| *Telephone:* | *Mobile/Cell:* | |
| *Home:* | *Work:* |
| *E-mail:* |  | |

|  |  |  |
| --- | --- | --- |
| Name:, |  | |
| Relationship to child:, |  | |
| Home address:, |  | |
| Preferred contact:, |  Mobile/Cell Telephone  Home Telephone  Work Telephone  Text (Mobile)  E-mail | |
| *Telephone:,* | *Mobile/Cell:* | |
| *Home:* | *Work:* |
| *E-mail:,* |  | |

**Parent/ Guardian Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

In accordance with the requirements of the New York City Health Code, Article 47, Section 47.57(h)(1) child care centers must obtain and maintain for every child a list of the name, relationship to child, address and contact information of every person the parent has authorized to escort a child from the child care service. The permittee shall not release any child to any individual who has not been identified by the parent(s)/guardian(s) as a person who is authorized to escort a child out of the service.