<date>

<Name>

<Address 1>

<Address 2>

<Address 3> <Postcode>

Dear <name>

I’m pleased to let you know that we’ve chosen <name> to be a member of our school traffic safety team. They’ll be joining our <school patrol/school warden team/bus warden team>.

School traffic safety teams have an important role in keeping our children safe on the roads.
Being a team member is a significant responsibility that requires special training.

I’m writing to ask your permission for <name> to join the team. If you agree, you’ll need to make sure that <he><she> turns up on time for all their rostered duties. To help you, we’ll provide you with a roster and a timetable for <name>’s team.

Please talk this over with < name>, then complete the form below and return it to us as soon as possible.

We look forward to hearing from you.

Regards

<name>

Principal

……………………………………………………………………………………………………………………………………

(Please circle the option that applies)

I give/do not give permission for <name> to be a member of the school traffic safety team.

Parent’s/Caregiver’s name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent’s/Caregiver’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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