



Stanhope Public School District

OFFICE OF THE PRINCIPAL
24 Valley Road
Stanhope, NJ 07874

973-347-0008
www.stanhopeschools.org

Alicia Finklea-DiCataldo
Principal

Steven T. Hagemann
Superintendent

Dr. Steven E. McHugh, Sr.
Business Administrator/Board Secretary

Kindergarten/1st Grade Sign-Out Authorization

Student's Name: _____

Homeroom Teacher: _____

I _____ give permission for the above named student to be released
(Name of Parent/Guardian)
from school to any of the following individuals:

Name of Person

Relationship to Student

You must notify the school *in writing* of any changes. You may update your list at any time during the year. Please note that persons unfamiliar to homeroom teachers may be asked to provide identification. The school will only release students to persons who have written permission.

Kindly provide phone numbers where you can be reached in case of questions on behalf of the school.

Home: _____

Cell: _____

Work: _____

Please note: Kindergarten and 1st Grade students will exit out of the Kindergarten classroom doors at dismissal.