Vaughn School

Student Athlete Travel Release Authorization Form

This form must be submitted to the Vaughn School Office at least 24 hours prior to the scheduled event. Approval must be granted before a student athlete may be released to anyone other than a parent/legal guardian.

Student Information

Student Name: _____

Grade: _____

Sport/Activity: _____

Date of Event: _____

Location of Event: _____

Transportation Request

I request that my student athlete be released following the above event to the individual listed below.

Authorized Adult Name: _____

Relationship to Student: _____

Phone Number: _____

Driver's License Number (Optional): _____

Parent/Guardian Authorization

I understand that Vaughn School expects student athletes to travel to and from activities with the team whenever possible.

I am requesting that my student be released to the individual identified above following the event listed on this form.

I understand that:

- This request must be submitted at least 24 hours before the event.
- Approval is at the discretion of school administration.
- Approval must be obtained before my student may be released.
- Vaughn School is not responsible for transportation arrangements once my student has been released to the authorized adult listed above.
- Changes to this authorization may require additional approval from school administration.

Parent/Guardian Name (Print): _____

Parent/Guardian Signature: _____

Date: _____

Phone Number: _____

Administrative Approval

☐ Approved

☐ Denied

Administrator Signature: _____

Date: _____

Comments:

Coach Verification

Student Released To:

Verified By (Coach/Advisor): _____

Date: _____

Time: _____