



West Ridge Academy

Student Athlete Transportation and Release Authorization

2026–2027 School Year

West Ridge Academy is committed to the safety and supervision of all student-athletes participating in school athletics. To ensure clear expectations regarding student release after practices and athletic events, parents/guardians must complete this form indicating who is authorized to pick up their child and whether their child has permission to walk home after home practices or games.

Student-athletes will only be released according to the permissions granted on this form unless the *athletic director or coach* receives prior written or verbal authorization from a parent/guardian.

Student Information

Student Name: _____

Grade: _____

Sport(s): _____

Parent/Guardian Name(s): _____

Primary Phone Number: _____

Emergency Contact #1: _____

Emergency Contact #2: _____

Authorized Individuals for Student Pick-Up

The following individuals are authorized to pick up my child from West Ridge Academy athletic practices and games. This permission applies only to practices and games held at West Ridge Academy, with the exception of girls' and boys' soccer practice which will be held at Tointon K-8.

Name	Relationship	Phone Number

West Ridge Academy staff will release students only to the individuals listed above unless alternative arrangements are communicated by a parent/guardian.

Parent/Guardian Initials: _____

Permission for Student to Walk Home (Home Practices/Games Only)

Please select one option:

- ☐ My child may NOT walk home after practices or games.
My child must be picked up by a parent/guardian or an authorized individual listed above.
- ☐ My child IS permitted to walk home after home practices or games.

If permission is granted, I acknowledge and agree to the following:

- This permission applies only to practices and games held at West Ridge Academy. With the exception of girls' and boys' soccer practice, which will be held at Tointon K-8.
- Once my child leaves the school building or school grounds after being dismissed by the coach or school staff, West Ridge Academy is no longer responsible for the supervision of the student.
- I assume responsibility for my child's transportation and safety after departure from school supervision.

Parent/Guardian Initials: _____

Transportation Responsibility Acknowledgement

I understand and agree that:

1. West Ridge Academy does not provide transportation to students' homes from practices or games.
2. It is the responsibility of the parent/guardian to ensure that the student-athlete has appropriate transportation arrangements for every practice and game.
3. Coaches and school staff supervise student-athletes only during scheduled practices, games, and reasonable dismissal periods following the conclusion of those activities.
4. Students should be picked up promptly after practices or games unless alternative arrangements have been authorized.

Parent/Guardian Initials: _____

Carpooling and Alternate Transportation

West Ridge Academy recognizes that families may arrange carpools or shared transportation for student-athletes participating in school-sponsored athletic activities. In order to maintain student safety and ensure proper supervision, the following procedures apply.

Student-athletes may leave practices or games with another family only when one of the following conditions is met:

1. The individual transporting the student is listed as an authorized adult on the student's Athletic Transportation Authorization Form; or
2. The parent/guardian provides advance written or verbal permission to the coach or approves the alternate transportation arrangement.

Coaches or supervising staff will request confirmation from the parent/guardian before releasing a student to another family when the arrangement has not been previously documented.

Parent Responsibility for Carpool Arrangements

Carpooling arrangements are considered private agreements between families. West Ridge Academy does not organize, supervise, or assume responsibility for carpool transportation arranged by parents or guardians.

Parents/guardians assume responsibility for determining the safety and suitability of individuals transporting their child.

Away Game Release to Another Family

Following away athletic events, a student-athlete may be released to another family for transportation home if:

- The transporting adult is listed as an authorized individual on file, or
- The parent/guardian provides direct permission to the coach at the event or in advance.

If authorization cannot be confirmed, the student-athlete will be required to return to the school on the school-provided transportation with the team.

Release Documentation

Coaches may maintain a team travel or release log when students depart from events with individuals other than their parent/guardian.

This documentation helps ensure consistent procedures and protects the safety of student-athletes.

Limitation of School Responsibility

Once a student-athlete has been released to a parent/guardian or authorized adult, or departs with another family with parental permission, the student is no longer under the supervision or responsibility of West Ridge Academy.

Parent/Guardian Initials: _____

Team Transportation to Away Events

When transportation is provided by West Ridge Academy for athletic contests held away from campus, student-athletes are expected to travel to and from the event using school-provided transportation.

This requirement ensures consistent supervision, accurate accounting of students, and safe return travel for all team members.

Return-to-School Requirement

Student-athletes who travel to an away contest using school-provided transportation are expected to return to the school with the team on the same transportation unless one of the following conditions is met:

1. The student is released directly to their parent or legal guardian at the event, or
2. The student is released to an authorized adult listed on the student's Athletic Transportation Authorization Form, or
3. The parent/guardian provides direct permission to the coach or the athletic director, approving an alternate transportation arrangement.

If authorization cannot be confirmed, the student-athlete will be required to return to the school on the school-provided transportation with the team.

Release at Away Events

If a parent or authorized adult plans to transport a student-athlete home from an away event, the parent or authorized adult must:

- inform the coach in person at the conclusion of the event, and
- sign out the student with the coach or supervising staff member when requested.

Student-athletes will not be released to other students or unauthorized adults.

Carpool or Alternate Transportation from Away Events

If a student-athlete will be leaving an away event with another family, the transporting adult must be:

- listed as an authorized individual on file, or

- specifically approved by the parent/guardian through communication with the coach or school.

Carpool transportation is considered a private arrangement between families, and West Ridge Academy does not assume responsibility for transportation once the student has been released.

Transfer of Supervision

Once a student-athlete has been released to a parent/guardian or authorized adult at an away event, the student is no longer under the supervision or responsibility of West Ridge Academy or its staff.

Coach Discretion

Coaches may require students to return on team transportation if there is uncertainty about authorization or if circumstances require maintaining full team supervision.

Parent/Guardian Initials: _____

Release of Supervision Acknowledgement

I acknowledge that:

- Once my child is released by the coach or supervising staff member, the student is no longer under the supervision or control of West Ridge Academy.
- If my child leaves school property on foot, with another authorized adult, or by other transportation arrangements approved by me, responsibility for the student transfers to the parent/guardian or authorized adult.

Parent/Guardian Initials: _____

Changes to Authorization

This authorization remains in effect for the entire 2026–2027 athletic season unless revoked or modified in writing by the parent/guardian. It is the responsibility of the parent/guardian to notify the school of any changes to authorized individuals or permissions.

Parent/Guardian Certification

By signing below, I certify that I am the parent or legal guardian of the student listed above and that the information provided is accurate. I acknowledge that I have read and understand the transportation and release procedures for West Ridge Academy athletics.

Parent/Guardian Name (printed): _____

Signature: _____

Date: _____

Phone Number: _____