

Sample Child Care Authorization Letter

I, Jane Doe, as the legal guardian of John Doe, born on March 15, 2015, hereby designate Emily Smith as the temporary caregiver for my child, effective from January 1, 2024, through January 10, 2024.

Emily Smith is entrusted to perform the following duties and responsibilities:

1. Overseeing daily routines, including meals, hygiene, and bedtime.
2. Supervising extracurricular or recreational activities.
3. Transporting my child to and from educational institutions or scheduled appointments.
4. Administering over-the-counter or prescribed medications as directed by a healthcare provider.

In the event of medical emergencies, Emily Smith is granted the authority to seek medical attention for my child at St. Mary's Hospital or an alternative suitable facility. I will provide any relevant insurance information to facilitate this process.

I can be reached at 555-123-4567 or 555-987-6543 for any necessary communications. Additionally, I authorize the caregiver to contact John Smith at 555-456-7890 if I am unavailable.

This authorization remains valid for the dates specified unless revoked in writing prior to January 10, 2024.

Signed: _____
(Parent/Guardian)

Date: _____