

Change of Details Form

REASON FOR CHANGE: Please tick appropriate boxes

☐ Living arrangements of student ☐ Parent / Guardian contact details

Student/s		
Surname	First and middle name	DOB
Surname	First and middle name	DOB
Surname	First and middle name	DOB

Details to be removed	
Previous address:	Date of move:
Other:	

Student resides with		
<input type="checkbox"/> Both Parents	<input type="checkbox"/> Parent / Guardian 1	<input type="checkbox"/> Parent / Guardian 2
	<input type="checkbox"/> Full time <input type="checkbox"/> Shared%	<input type="checkbox"/> Full time <input type="checkbox"/> Shared%

Parent / Guardian 1 details			
Name	Surname	First and middle name	
Relationship to student	Mother / Father / Guardian		
Residential address			
Postal address	If different to above		
Home phone		Work phone	
Mobile phone		Email	

Parent / Guardian 2 details			
Name	Surname	First and middle name	
Relationship to student	Mother / Father / Guardian		
Residential address			
Postal address	If different to above		
Home phone		Work phone	
Mobile phone		Email	

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Other contact (ie. step parent, legal guardian, other)			
Relationship to student			
Name	Surname	First and middle name	
Residential address			
Postal address	If different to above		
Home phone		Work phone	
Mobile phone		Email	
Does the student reside with this contact? <input type="checkbox"/> No <input type="checkbox"/> Yes (full time) <input type="checkbox"/> Yes (shared custody %) %			
Bus travel	If you require a new bus for your student/s, due to the change of residential address, and you are eligible for the bus conveyance, please contact the Transport Team.		
Care Monkey	Please log in to your student's Care Monkey profile as soon as possible and update your contact details.		

I _____ (please print name) certify that the information contained in this form is correct.

Dated: _____

Signed: _____ Parent/Guardian