



Change of Information form

(Use appropriate sections of this form as required to change existing information)



Kindergarten

Child's Name

Change of Address	Effective from
Old Address	New Address

Change Telephone Contacts	
New Home phone	New Mobile phone
New Work phone	Email Address

Change Emergency Contact Details	
Name	Name
Mr/Mrs/Ms/Miss	Mr/Mrs/Ms/Miss
Relationship to child	Relationship to child
Address	Address
Home phone	Home phone
Work phone	Work phone
Mobile phone	Mobile phone
Email address	Email address
To replace existing contact	To replace existing contact
Name	Name

Who can collect your child? Please add the following people to the existing list		
Name	Phone	Relationship (if any)

Please remove the following people from the existing list of who can collect my child

SIGN BY PARENT/GUARDIAN	DATE
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Administration	
Date Info Care Updated:	Recorded by