

Guernsey Road, Poole, Dorset, BH12 4LL

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Headteacher: Mr Geoff Cherrill

NOTIFICATION OF CHANGE OF PUPIL or PARENT/CARER DETAILS

Name of Child ……………………………………………………………………………………………………………………

Change of Child’s Name ……………………………………………………………………………………………………………………

(If applicable school will need to see relevant certificate)

Current Address …………………………………………………………….……………………………………………………..

 ……………………………………………………………………………….…………………………………..

New Home Address ………………………………………………………………………………………….………………………..

 …………………………………………………………………………………………………….……………..

New Telephone Number …………………………………………………………………………………………………….……………..

New Email Address ……………………………………………………………………………………………………………………

Change of Parent/Carer Name ………………………………………………………………………………………………………….

(If applicable school will need to see relevant certificate)

Parent/Carer Sign ……………………………………………………………………………………………………………………

Relationship to Child ……………………………………………………………………………………………………………………

With Effect From ………………………………………………………………………………………………………….(date)

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**For School Office Use Only:**

|  |  |  |
| --- | --- | --- |
|  | **Initials** | **Date** |
| RM Integris updated |  |  |
| Pupil File updated |  |  |
| All records updated |  |  |