



Dear Parents

Your help is required to update our records. Correct details for our families are vital in cases of illness or emergency. Please fill in the following and return to your child's Homeroom teacher.

Could you also indicate if you are happy to receive the School Newsletter by email: YES  NO

Thank you

**Student Details** (please complete for each student currently attending BPC)

Full name ..... Homeroom..... DOB .....

Full name ..... Homeroom..... DOB .....

Full name ..... Homeroom..... DOB .....

Full name ..... Homeroom..... DOB .....

**Residential Address**

Title (please circle required title)                      Mr & Mrs                      Mrs                      Ms                      Mr

Address .....

..... State..... Postcode.....

Home Telephone Number.....

**Mailing Details** (if different from residential address – including Billing Address for Fees)

Surname .....

Address .....

..... State..... Postcode.....

**Parents Mobile & Work Phone Numbers & Email Details**

Mother's name ..... Mobile: ..... Work: .....

Mother's email address: .....

Father's name..... Mobile: ..... Work: .....

Father's email address: .....

Please complete details on page 2

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RIFLE RANGE ROAD, SOUTH WINDSOR, NSW 2756

P.O. BOX 5521, SOUTH WINDSOR

PHONE: (02) 4577 6455      FAX: (02) 4577 4538

## Emergency Contact

Please nominate the name of two people who are easily contactable and live close by and may be contacted in the event of an emergency, **if the parents cannot be contacted.**

Emergency contact name .....

Relationship to family, eg: grandparents, neighbour, uncle, aunty.....

Telephone number ..... Mobile.....

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Relationship to family, eg: grandparents, neighbour, uncle, aunty.....

Telephone number ..... Mobile.....

## Details of other parent

Name.....

Phone Mobile:..... Work.....

Does this parent have full or partial access?.....

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**If yes, please supply contact details of other parent for emergencies or when parent with whom the child resides, cannot be contacted.**

**If no contact is permitted please give details ie: no access, not to be contacted**

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Are there any Family Court Orders/Parenting Plans/AVOs issued relevant to the child?  No  Yes (*provide copies*)

Please add any other information which you think might be helpful.

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Print: Parent/Guardian

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Signature: Parent/Guardian

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Print: Parent/Guardian

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Signature: Parent/Guardian

Note: Both parents/guardians must sign where joint access applies.

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