

STUDENT DATA (short form):
Change of Name / Address / Contact Details



PLEASE RETURN THE COMPLETED FORM TO THE BULWELL ACADEMY

If there are any other details you need to change or make us aware of, please request a full-length **STUDENT DATA FORM**.

The information you give us will be maintained on the school's database to which no unauthorised person has access. The database will be subject to strict controls to ensure compliance with the Data Protection Act 1998. We will not give information about you to anyone outside the Academy without your consent unless the law and our rules allow us to.

STUDENT'S DETAILS	
Student's Surname	Student's First Name(s)
Full Name Student is Known by (if different to above)	Date of Birth

CHANGE OF NAME (please provide evidence of change, ie, Deed Poll / Adoption Certificate)	Evidence provided OFFICE USE ONLY

CHANGE OF ADDRESS – please complete new address below		
Postcode		

CHANGE OF CONTACT DETAILS									
First Parent / Carer Contact Details									
Title (Mr/Mrs/Ms/Dr)			First Name			Surname			
Relationship to Child?	Mother		Father		Step Mother		Step Father		Other
Home Phone					Work Phone				
Mobile					Tick if this person has parental responsibility				
Second Parent / Carer Contact Details									
Title (Mr/Mrs/Ms/Dr)			First Name			Surname			
Relationship to Child?	Mother		Father		Step Mother		Step Father		Other
Home Phone					Work Phone				
Mobile					Tick if this person has parental responsibility				
Other Contact Details (for use in emergencies)									
First Name	Surname			Relationship		Phone Number			

The **Bulwell** Academy

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