

AMENDMENT TO A PUPIL'S DETAILS/CONTACT DETAILS

Date.....

Pupil's Name..... Class

Pupil's Name..... Class

Pupil's Name..... Class

Parent Mail + SIMS School Data Base

Parent Name.....

Additional/Replacement (Delete) Email.....

Additional/Replacement (Delete) Mobile.....

Parent Name.....

Additional/Replacement (Delete) Email.....

Additional/Replacement (Delete) Mobile.....

New contact details (ie Home address, Other next of kin)

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Signed.....

For Office Use

Amendments actioned:

Sims

Office File Sheets

Parentmail