

Kindergarten Central Enrolment Scheme Change of Information Form



Enrolment No: _____

Year Attending Kindergarten: _____

Whittlesea City Council (Council) is committed to the responsible collection and handling of personal information. Council's Information Privacy Policy is available on request and can be viewed on Council's website. Council collects and uses personal information to provide you with the services you require. If at any time you wish to access your personal information or have a complaint in relation to privacy, please contact Council on 9217 2170.

CHILD'S DETAILS

Surname: _____ Given Names: _____

Date of Birth: _____ Sex: **MALE / FEMALE**

GUARDIAN'S DETAILS

Surname: Mr/Mrs/Ms _____ Given Names: _____

Address: _____ Suburb: _____ Post Code: _____

Phone: Home: _____ Business/Mob: _____

Office Use
Only

Child NAR

Parent NAR

Ack. Letter

➔ FILL OUT THE SECTION THAT APPLIES TO YOUR CIRCUMSTANCES

SECTION 1 – CHANGE OF KINDERGARTEN PREFERENCE

Please note : Changes of application will only be accepted under the following circumstances:

- Change of address
- Deferment of application
- Change in childcare arrangements

Do you wish to alter your current registration selections? Yes No

New Preferences:

1 _____

2 _____

3 _____

Reason for changing preference

SECTION 2 – CHANGE OF ADDRESS — Please provide proof of new residency

ORIGINAL ADDRESS DETAILS

Street _____

Suburb _____ P/C _____

Ph No _____

Mobile _____

NEW ADDRESS DETAILS

Street _____

Suburb _____ P/C _____

Ph No _____

Mobile _____

SECTION 3 – CANCELLATION OF KINDERGARTEN REGISTRATION

Please cancel my child's kindergarten registration. I realise that by doing this my child's place will be forfeited and taken by the next child on the waiting list.

Name of Cancelled Kindergarten: _____

Reason for Cancellation: _____

Signed: _____ Date: _____



Please return completed form to:

Children's Services Liaison Officer
City of Whittlesea
Locked Bag 1
BUNDOORA MDC 3083

Or fax to 9409 9869.