## **Data Change Form (Signature Required)**

## I understand this change can take up to 10 days

## Poudre School District Early Childhood Education Program

Fullana Learning Center 220 N. Grant Avenue, Fort Collins, CO 80521 Phone: (970) 490-3204 Fax: (970) 490-3134



Email: psdece@psdschools.org bit.ly/PSDpreschool

Student Name:									
Parents/Guardian:									
Teacher: Classroom Location:									
Is <b>student</b> currently receiving bus tra	ansportation?	□No							
Release/Emergency Contact Inform	mation Change: (Must	be at le	east 16 years old	d)	$\checkmark$	$\checkmark$			
ADD Contact					Release	Emergency			
First/Last Name	Relationship to Stud	ent	Cell Phone						
First/Last Name	Relationship to Stud	ent	Cell Phone						
REMOVE Contact					Release	Emergency			
First/Last Name	Relationship to Stud	ent	Cell Phone						
First/Last Name	Relationship to Stud	ent	Cell Phone						
ADDRESS CHANGE ONLY: (Must provide new proof of address)									
Home Address:  This change of address results in the a shelter a motel/hotel regular housing (apartment, hous	temporarily with m				omic hardshi	p			
PHONE CHANGE:									
Mother's Phone: (Change/Add) ☐ Cell ☐ Work ☐ Home		_ <b>Fath</b> □ Ce	e <b>r's Phone: (Cha</b> ell 🔲 Work	nge/Add) Home					
Additional Comments/Changes:									
Parent/Guardian Signature	<u> </u>	Date			Phone				
Early Childhood Staff Use Only: Change Verified by: Changes made to Child Plus (date):_	_Initia	ls:		☐ Updated ☐ Updated		ood School			

## For Custody Changes Only

New Guardian Information (must pr	ovide proof of addre	ess and copies of	official custody pap	erwork):				
Guardian #1 Name:								
Guardian #1 Date of Birth:	Relationship to Child:							
Guardian #1 Race: ☐ American Indian. ☐ Native Hawaiian/Pacific Islander			merican □White o be Latino or Hispan	ic? □Yes □No				
Guardian #1 Email:								
Guardian #1 Last Grade Completed: ☐ ☐ High School Diploma ☐ GED ☐				ool				
Guardian #1 Current Employment Stat  ☐ Self-employed ☐ Stay-at-home		Part-time □ Sea	isonal 🗌 Unemploy	ved □Student				
Guardian #2 Name:								
Guardian #2 Date of Birth: Relationship to Child:								
Guardian #2 Race: ☐ American Indian, ☐ Native Hawaiian/Pacific Islander			merican □White o be Latino or Hispan	ic? 🗌 Yes 🔲 No				
Guardian #2 Email:								
Guardian #2 Last Grade Completed: [ ☐ High School Diploma ☐ GED [				pol				
Guardian #2 Current Employment Status: ☐ Full-time ☐ Part-time ☐ Seasonal ☐ Unemployed ☐ Student								
☐ Self-employed ☐ Stay-at-home ☐ Retired/Disabled								
Are there protective orders?  Yes No If so, please provide a copy.								
Please list all living in the household:								
Full Name	Relationship to child	Date of Birth	School (if applicable)	Financially supported by guardian? (Y/N)				