

## Poudre School District Early Childhood Programs Data Change Form

Student Name: \_\_\_\_\_ ID: \_\_\_\_\_  
 Parents/Guardian: \_\_\_\_\_  
 Teacher: \_\_\_\_\_ Classroom Location: \_\_\_\_\_

**New Address Information (must provide proof of address):**

Home Address: \_\_\_\_\_  
 This change of address results in the family living in: (Please choose one of the following)  
 a shelter,  
 a motel/hotel,  
 temporarily with more than one family because of economic hardship  
 regular housing (apartment, house, mobile home, etc.),  
 other please explain: \_\_\_\_\_

Is student currently receiving transportation?? Yes  No

**Phone Number Change:**

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_  
 Change  Additional  Change  Additional  Mother  Father

Mother's Cell Phone: \_\_\_\_\_ Father's Cell Phone: \_\_\_\_\_  
 Change  Additional  Change  Additional

**Emergency Contact Information Change: (Must be at least 16 years old)**

**ADD** Emergency Contact

| Name  | Relationship to Student | Home Phone | Cell Phone | Contact for Emergency? | Release to? |
|-------|-------------------------|------------|------------|------------------------|-------------|
| _____ | _____                   | _____      | _____      | _____                  | _____       |

**REMOVE** Emergency Contact

| Name  | Relationship to Child | Home Phone | Cell Phone |
|-------|-----------------------|------------|------------|
| _____ | _____                 | _____      | _____      |

**For Custody Changes- Please fill out other side of this form!**

Additional Comments/Changes:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_ Phone \_\_\_\_\_

**Early Childhood Staff Use Only:**  
 Change Verified by: \_\_\_\_\_  Updated PIR  
 Changes made to Child Plus (date): \_\_\_\_\_ Initials: \_\_\_\_\_  Updated Nighttime Residence  
 Updated Neighborhood School

**New Guardian Information (must provide proof of address and copies of official custody paperwork):**

Guardian #1 Name: \_\_\_\_\_

Guardian #1 Date of Birth: \_\_\_\_\_ Relationship to Child: \_\_\_\_\_

Guardian #1 Race: American Indian/Alaskan  Asian  Black/African American  Native Hawaiian/Pacific Islander  White   
 Do you consider your ethnicity to be Latino or Hispanic? Yes  No

Guardian #1 email: \_\_\_\_\_

Guardian #1 Last Grade Completed:  
 Bachelor or Above  Associate's Degree  Trade School  Post High School  High School Diploma  GED  No Diploma

Guardian #1 Current Employment Status:  
 Full-time  Part-time  Seasonal  Unemployed  Student  Self-employed  Stay-at-home  Retired/Disabled

Guardian #2 Name: \_\_\_\_\_

Guardian #2 Date of Birth: \_\_\_\_\_ Relationship to Child: \_\_\_\_\_

Guardian #1 Race: American Indian/Alaskan  Asian  Black/African American  Native Hawaiian/Pacific Islander  White   
 Do you consider your ethnicity to be Latino or Hispanic? Yes  No

Guardian #2 email: \_\_\_\_\_

Guardian #1 Last Grade Completed:  
 Bachelor or Above  Associate degree  Trade School  Post High School  High School Diploma  GED  No Diploma

Guardian #1 Current Employment Status (please circle):  
 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) |
|-----------|-----------------------|---------------|------------------------|--|
|           |                       |               |                        |  |
|           |                       |               |                        |  |
|           |                       |               |                        |  |
|           |                       |               |                        |  |
|           |                       |               |                        |  |
|           |                       |               |                        |  |