



## Oakgrove School

### **Notification of Changes to personal Data held by Oakgrove Primary School**

I hereby give notice that the following changes need to be made on data held by the school:

#### **Change of Contact Details**

New Phone Number \_\_\_\_\_

New Email \_\_\_\_\_

New Address  
\_\_\_\_\_  
\_\_\_\_\_

#### **Change of Medical Details**

Medical Details  
\_\_\_\_\_  
\_\_\_\_\_

#### **Change of other emergency contact details e.g. relatives/neighbours etc**

Name \_\_\_\_\_

Phone Number \_\_\_\_\_

Remove Contact \_\_\_\_\_

I authorise school admin staff to make the above changes on all school data systems and to share this information with appropriate professionals in other organisations.

Signed \_\_\_\_\_ Parent/Guardian

Print Name \_\_\_\_\_ Date \_\_\_\_\_

Name of Child \_\_\_\_\_