

WESLEY LEARNING CENTER
92 Church Hill Road
Sandy Hook, CT 06482

To: All Parents

From: Director

Please keep this form with your school handbook. If a change occurs that should be noted on your child's school records, please complete this form and send it to the school immediately. Upon receipt of this notice, we will make the requested change and will send you another form in case you have further changes at some future date.

Changes being requested (please check appropriate items):

- _____ Change of Address
- _____ Change of Telephone Number
- _____ Change of Mother's Place of Employment
- _____ Change of Father's Place of Employment
- _____ Change of (or addition to) persons to be called in case of emergency
- _____ Change of (or addition to) persons whom child may be released
- _____ Change of marital status
- _____ Other: _____

Item to be deleted: _____

Item to be added: _____

2nd item to be deleted: _____

2nd item to be added: _____

Effective Date for above changes: _____

Signed: _____

Date: _____

For school use only:
Changes noted and made by:

Date: _____