

WESLEY LEARNING CENTER
203-426-6149

TO: ALL PARENTS

FROM: DIRECTOR WLC

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 office 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 to 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 the above changes: _____

Parent Signature: _____

Date: _____

For school use only:
Change noted and made by: _____

Date: _____