

Change of Address Form



BACCHUS MARSH
GRAMMAR

Family Code: _____

Student's Details

Student's Name:	Year Level:	Class:
Student's Name:	Year Level:	Class:
Student's Name:	Year Level:	Class:
Student's Name:	Year Level:	Class:

Mother's / Guardians Details

Mother's / Guardians Name: _____

Residential Address: _____
Suburb: _____ State: _____ Postcode: _____

Postal Address: _____
Suburb: _____ State: _____ Postcode: _____
Home Phone: _____ Mobile Phone: _____
Email: _____ Work Phone: _____

Father's / Guardians Details

Father's / Guardians Name: _____

Residential Address: _____
Suburb: _____ State: _____ Postcode: _____

Postal Address: _____
Suburb: _____ State: _____ Postcode: _____
Home Phone: _____ Mobile Phone: _____
Email: _____ Work Phone: _____

Other Changes [eg. Change to Emergency Contacts]

Completed By (Print Name):

Signature: _____ Date: _____

Date Change is Effective From: _____

Office Use Only – Updated Date:

Signature:

Privacy Collection Notice

Under the Privacy Act (the Act) Bacchus Marsh Grammar is required to provide you with certain information as to how we protect your privacy and how we comply with the requirements of the Act and the 13 Australian Privacy Principles (APP's). This information is set out in our Privacy Policy which is available on the Bacchus Marsh Grammar public website (www.bmg.vic.edu.au) and also available upon request in hard copy from the Bacchus Marsh Grammar office.

Our Privacy Policy describes

- who we collect information from;
- the types of personal information collected and held by us;
- how this information is collected and held;
- the purposes for which your personal information is collected, held, used and disclosed;
- how you can gain access to your personal information and seek its correction;
- how you may complain or inquire about our collection, handling, use or disclosure of your personal information and how that complaint or inquiry will be handled; and
- whether we are likely to disclose your personal information to any overseas recipients.

We strongly recommend that you read our Privacy Policy and if you have any queries with respect to its content you should contact the Bacchus Marsh Grammar Privacy Officer at privacy@bmg.vic.edu.au.