



TERM 2 CHANGES APPLICATION FORM – BLACK MOUNTAIN

You will need to complete this form only if you would like to request a change of your booking.

Please circle the relevant change and place your preferences 1 to 3 in the table below. You must enter three preferences to be considered.

My child's name: _____

Current Level: _____

New Level: _____

1. I would like to cancel my booking.
Reason: _____
2. I would like to change venue but keep the same level. Please list preferences.
3. I would like to change venue and level. Please list preferences.
4. I need to change my child's level but remain at the same venue.
5. I would like to add a sibling. Please list preferences.

Name: _____ **DOB:** _____

6. I need to change days, times but keep the same level. Please list preferences.

Day	3pm – 4.30pm	4.30pm – 5.30pm	5.30pm – 6.30pm
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			

Comments (ie. Would like same time as another child, teacher any other information you would like to give us to assist in your change)

You will be notified of your child's new class time and day by sms at the end of week 9

Parent/Gardian name-

Mobile number-

OFFICE USE ONLY				
Level	Day	Time	Teacher	Contact
_____	_____	_____	_____	_____