



MACQUARIE GRAMMAR SCHOOL

Macquarie Grammar School  
225 Clarence Street  
Sydney NSW 2000 Australia

☎ Tel: +61 2 8228 3022  
[enrolments@mgs.edu.au](mailto:enrolments@mgs.edu.au)

Macquarie Grammar School Ltd  
ACN 141 160 483

253-FM-MGS **Student and Parent / Guardian Contact Details Form**

Student Details	
Student Number:	Date of Birth:
Family Name:	Given Name:
Address:	
Mobile:	Email:

Parent A Details	
Name:	
Relationship:	
Address:	
Telephone:	Mobile:
Email:	

Parent B Details	
Name:	
Relationship:	
Address:	
Telephone:	Mobile:
Email:	

Guardian Details	
Name:	
Emergency person to be contacted:	
Relationship:	
Address:	
Telephone:	Mobile:
Email:	

Homestay / Accommodation Details	
Name:	
Relationship to student:	Home Phone:
Address:	
Email:	Mobile:

Declaration
<ul style="list-style-type: none"> <li>I / We undertake to notify Macquarie Grammar School immediately if there are any changes to the student's arrangements.</li> <li>I / We confirm that the information provided above is true.</li> <li>I'm / We're responsible to notify the school if any changes have been made to the contact details.</li> </ul>

Student Signature: ..... Date: .....

Parent/Guardian Signature: ..... Date: .....

**Internal Use Only**

Checked / Updated in Denbigh by SSO ( initials)	Other Comments	Date

**REVISION HISTORY**

<b>Revision</b>	<b>Date</b>	<b>Description of Modification</b>
1	25 October 2011	Initial Document
2	26 June 2012	Replacement from MEGA to MGS
3	09 April 2013	Inclusion of 509-FM-MGS Important Details
4	12 April 2013	Inclusion of 275-FM-MGS Student Contact Details Form
5	20 August 2014	Inclusion of Parent Details on form.
6	25 May 2016	Change of the document owner an authorisation person
7	11 February 2019	Updated version to be used for any contact detail changes. Replaces MGS form 269.