



## Updated Contact Form

In the event of an emergency, Henry Johnson Charter School must have the most up to date information to ensure your child's safety. Please fill out all the information below to update our records. We appreciate your time and effort to ensure that we always have the most effective means of contacting you about your child.

Student Name: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

New Address: \_\_\_\_\_

City: \_\_\_\_\_ zip: \_\_\_\_\_

Move Date: \_\_\_\_\_

To continue to provide your child with the quality education, we must inform the school district of the exact date that you changed addresses.

Also, the school districts require a proof of residency for each address (utility bill, lease or mortgage agreement), please provide a copy of this document with this form or as soon as possible.

New Primary Phone Number: \_\_\_\_\_

Secondary Emergency Contact Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

We appreciate your assistance on this important matter as we strive to provide the highest level of education to your child.

30 WATERVLIET AVENUE ALBANY, NY 12206  
PHONE (518) 432-4300 FAX (518) 432-4311

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