



St Gregory's Primary School

PO Box 723, Queanbeyan NSW 2620
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REQUEST OF CONTACT DETAILS FOR PARENT REPRESENTATIVES

Dear Parents/Carers,

As part of our endeavour to build our school community by engaging our parents, welcoming new families and assist in developing and maintaining social networks within the school, St Gregory's Primary School has a volunteer Parent Representative for each Class/Year Level. In order to facilitate effective communication, we are inviting parents to supply their contact details so the Parent Representative is able to establish a contact list for your child's class/year.

Due to the Privacy Act, schools are not permitted to provide family contact details unless approval is given by the family. To assist the Year Level Parent Contacts to communicate with you, please complete the details below and return to the school office as soon as possible.

ONLY PROVIDE DETAILS THAT YOU ARE WILLING TO PROVIDE TO THE PARENT REPRESENTATIVES FOR YOUR CLASS/YEAR GROUP DISTRIBUTION

I would like to stress that we respect the privacy of all families within the St Gregory's community. We appreciate that some families may choose not to release contact details or may choose, for example, to list only an email contact.

Please do not hesitate to contact me if you have any questions about this process. I am very excited about the possibilities this initiative brings to our school community.

Kate McManus-Green
Assistant Principal (Acting)

I am happy for the following contact details to be collated by the Parent Contact and then distributed to the families of my child's Year Group.

Child's Name: _____ Class: _____

Parent/Carer's Name/s: _____

Home/Mobile Phone: _____ Work Phone: _____

Email: _____

PLEASE COMPLETE A SEPARATE FORM FOR EACH CHILD