

There is information we hold about students and parents which should be regularly updated. This information includes comprehensive contact details for parents and other authorised contacts and student's medical details. Please take this opportunity to ensure these details are up to date for your son/s.

Emergency Contact (Other than parent)

Contact 1 _____ Daytime Contact Ph: _____

Contact 2 _____ Daytime Contact Ph: _____

OFFICE USE: Date form received at College _____
Date copies provided to each parent/guardian _____

Change of Family Status – Fee information

It is the practice of St Bede's College that, until written advice is received to the Finance Office via the completed and signed 'Change of Family Status' form, no changes will be made to existing information in relation to the family's contact or fee account details. Both parents/guardians will remain jointly and severally responsible for the current outstanding fee balance. All correspondence including students' reports, fee accounts and other College documents will be issued separately to your postal or email addresses.

As at the date of receiving the completed form the fee payers' account will be split between both parents/guardians in accordance with the details in the form, only when the form has been signed by both parents/guardians.

Your account will not be split if only one signature is provided. If a percentage has not been nominated, the fee account will be split 50/50 between both parents. The current balance of outstanding fees as well as any future fees and charges will be allocated to the separate fee accounts on a 50/50 basis.

The parents will become separately responsible for the balance of any outstanding fees and charges as at the date of the re-allocation of the joint fee account.

The 50/50 percentage split will remain until further written advice is received and signed by both parents/guardians or by Court Order.

Details of your current account balance and payment details can be provided to you by contacting the Finance Office or by Internet access via the St Bede's website

