Melbourne Archdiocese
Catholic Schools

Consent to Transfer of Information Form

This form is used to assist in the transfer of information between schools when a student is coming into a Melbourne Archdiocese Catholic Schools Ltd (MACS) school (**Incoming**) or moving from a MACS school to another school (**Outgoing**). Please refer to the Privacy Policy and Collection Notice – Students and Parents for more information.

Student details			
Family name		Given name	
Date of birth			
Transfer type	☐ Incoming	☐ Outgoing	
Current School			
Current School name and address			
Registered school number (if applicable)		E number (if applicable)	
School contact, e.g. Principal			
New School			
New School name and address			
Registered school number (if applicable)		E number (if applicable)	
School contact, e.g. Principal			

- I/we provide informed and express consent for all relevant health and/or educational information held by the Current School to be provided to the New School.
- I understand that this information will be collected and used by the New School to inform health and safety management strategies and educational program for my child.
- The principal/teacher has discussed with me/us how and why certain information about my child will be obtained from the Current School or provided to the New School.
- I understand that in addition to formal reports, details regarding their educational program may be obtained or supplied.

Parent/Carer consent

Parent/Carer 1 Signature: Date:

Parent/Carer 2 Signature: Date:

Please refer to the school's website for further information about our Privacy Policy and Privacy Collection Notice and the collection, use and disclosure of personal information. Further clarification is available from the Principal on request.

Approving authority	Director, Governance, Legal and Risk
Approval date	27 August 2026
Related policy	Privacy Policy
Review by	March 2030
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