



# Our Lady's Grove Primary School

## Critical Incident Contact Information Form

In case of an emergency or of a critical incident in the school, Parents/Guardians will be contacted immediately. In the event that the Parent/Guardian is uncontactable, the school will call one or both of the designated adults. These designated adults, nominated by you, must be a family member/relative/friend who is known to the child and available to come straight to the school to assist in looking after your child.

Please nominate two Designated Adults and provide all of their contact details on this form. These Designated Adults must give you consent to provide the school with their contact information. We will exhaust all Parent/Guardian contact numbers that you have already provided before we contact your designated adult(s).

***I understand that it is my responsibility to ensure that the contact information provided to the school is up to date.***

I \_\_\_\_\_, hereby confirm that I have obtained the consent of  
\_\_\_\_\_ and \_\_\_\_\_ to be contacted in the case of emergency (only).

<b>Child's Name</b>	<b>Date</b>
<b>Parent/Guardian (1)</b>	<b>Mobile Phone Number (s)</b>
	<b>Work Phone Number</b>
<b>Parent/Guardian (2)</b>	<b>Mobile Phone Number (s)</b>
	<b>Work Phone Number</b>
<b>Designated Adult (1) - Relationship to the child -</b>	<b>Contact /Mobile Phone Number (s)</b>
<b>Designated Adult (2) - Relationship to the child -</b>	<b>Contact /Mobile Phone Number (s)</b>

*The information contained in this form will be processed following GDPR regulations.*