



ELKHART AND ST. JOSEPH COUNTIES HEAD START CONSORTIUM

Parent Initials _____

CHANGE OF STATUS (COS) FORM ** PLEASE PRINT ALL INFORMATION **

HEAD START CANNOT GUARANTEE YOUR CHILD'S PLACEMENT, SESSION, SITE, OR CONTINUED SERVICES ONCE FORM HAS BEEN SUBMITTED.

Reason _____

Student's Last Name _____ First _____ Date of Birth ____/____/____ M F

Home Address _____ City _____ Zip Code _____

Former Address _____ City _____ Zip Code _____

Current Site/Session/Room Number _____ AM PM Name of Parent / Guardian _____

Home Phone _____ Work Phone _____ Cell Phone _____ Message Phone _____

NO, I DO NOT WANT BUS TRANSPORTATION FOR MY CHILD

YES, I WOULD LIKE BUS TRANSPORTATION FOR MY CHILD

Medication required at school (med bag)

YES, I WOULD LIKE TO ADD/DELETE A CONTACT

PICK UP / DROP OFF LOCATION / CONTACT NAME	SITE/SESSION (HS Staff Use Only)
Pick Up Address:	
Drop Off Address:	
Contact List Change (Name/Phone #/Relationship):	<input type="checkbox"/> ADD <input type="checkbox"/> DELETE
Contact List Change (Name/Phone #/Relationship):	<input type="checkbox"/> ADD <input type="checkbox"/> DELETE
Contact List Change (Name/Phone #/Relationship):	<input type="checkbox"/> ADD <input type="checkbox"/> DELETE

Parent Signature: _____ Date: ____/____/____ HS Staff Signature: _____ Date: ____/____/____

FOR HEAD START STAFF ONLY: Parent does not want site to change

EHS EHS-CCP HS Title 1 New Student Dropped/Waitlisted MKV Phone Number Change Address Change Contact Change

Date updated in Child Plus ____/____/____ FACS Initials _____ Date emailed to COS cloud ____/____/____ FACS Initials _____

FOR ERSEA STAFF ONLY:
 Date inquiry sent ____/____/____ Date sent to transportation to be processed ____/____/____
 Route Delete from Transportation Update Contact Information Cleared to Transport Needs Medical Clearance

FOR SCHOOL CORPORATION TRANSPORTATION ONLY:
 Pick Up Bus Number _____ Pick Up Time _____ Drop Off Bus Number _____ Drop Off Time _____
 Completed; EFFECTIVE DATE ____/____/____ Signed _____
 Date sent back to Head Start ____/____/____