

NOTIFICATION OF MATERNITY LEAVE

CHANGE OF SCHEDULE

(EFFECTIVE MAY 2016)

* ALL CHILDREN MUST TURN IN NOTIFICATION OF CHANGE OF SCHEDULE 30 DAYS PRIOR TO ANTICIPATED DUE DATE

*IF WITHDRAWING, A DEPOSIT IS REQUIRED TO SECURE SPOT

*CHILDREN WHO WITHDRAW DUE TO MATERNITY LEAVE MUST RETURN AFTER 12 WEEKS OR WEEKLY TUITION WILL BE CHARGED

* CHILDREN 2 1/2 YEARS OF AGE: 3 DAY PART TIME MINIMUM

* CHILDREN 3 YEARS OF AGE AND OLDER: 2 DAY PART TIME MINIMUM

CHANGE OF SCHEDULE

I wish to notify Child's Play of a change in schedule for (child/children's name)

The present schedule is as follows:

The new schedule is as follows:

This change is effective (Refer to Policy Above): _____

Today's date: _____ Parent's signature: _____

Administration Approval: _____

WITHDRAWAL FOR 12 WEEK MAXIMUM:

I wish to notify Child's Play that I intend to withdraw (child/children's name)

This change is effective (Refer to Policy Above): _____

Today's date: _____

Parent's signature: _____ Administration Approval: _____