

School Year Schedule Adjustment Form

CHILD'S NAME: _____ DATE: _____

Child's Classroom (circle one): Yellow Green Red Blue Purple Junior Kindergarten School-Age

Not Attending- Report child's absence(s). Date(s) of Absence _____

Absentee Credit - Tuition credit applied (if available) for daycare student when child does not attend school.
Date(s) of Absence _____ (Account must be current.)

Switch Days- Make-up an absence or change a scheduled day for a different day.
Original Date of Attendance _____ New Date of Attendance _____

Add Day- Schedule an additional day of attendance. (Additional fees apply.)
Specify date, arrival and departure times: _____ / _____ am pm _____ am pm
mm/dd arrival time departure time

Plus Lunch Option- Add lunch and the hour from 11:30 am - 12:30 pm. (For preschool student who attends 8:30 - 11:30)
Specify Date(s) _____ / _____ / _____ / _____
mm/dd mm/dd mm/dd mm/dd

Other - Please describe _____

Office Use Only: _____ S _____ SI/O _____ PC _____ C _____ QB

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