

I would like to make the changes listed below to my child's schedule. I understand there will be a \$5 charge for making this change. The change will become effective on _____ .

If the change will take place before the 1st day of the month following this request, I understand the change will be treated as flextime and I will be charged as such until the 1st day of the month.

Child's name: _____ Date: _____

Current schedule: _____

Requested schedule change: _____

Parent signature: _____

Director signature: _____