Creative Kids Club PARENT COMMUNICATOR Version 2016

evailable due to Team Member/Child ratios! You will be notified with 48 hours if your request can be accommodated. If you require an answer before 48 is contact center operations manager by telephone. If your child is ancelled under the flex tution plan, your must provide the child's schedule by 6:00 pm on the Tuesday before care is to be provided. Once the provided it can not be changed after 6:00 pm on the Tuesday before care is not make the child's schedule by 6:00 pm on the Tuesday before care is not be changed after 6:00 pm on the Tuesday before care is not provided it can not be changed after 6:00 pm on the Tuesday before care is not not be changed after 6:00 pm on the Tuesday before care is not not be changed after 6:00 pm on the Tuesday before care is not not be changed after 6:00 pm on the Tuesday before care is not not be changed after 6:00 pm on the Tuesday before care is not not be changed after 6:00 pm on the Tuesday before care is not not not permanent to be considered for a full file of permanent part time you must provide in minimum of one week's written notice of your request to modify or read your child will be temporarily withdrawn from the center on to have been not care in the content on the care that you must provide a minimum of two weeks written notice of your not not attend for a minimum of 8 weeks.) Remember that you must provide a minimum of two weeks written notice of your child's departure data center. Permanent withdraw from the center. Please complete reverse side. Remember that you must provide a minimum of "ten" (10) days prior to your child's departure data from the center. MEETING REQUEST — I would like to schedule a meeting with: Program Teacher — Operations Manager EMERGENCY CONTACT/CHILD RELEASE AUTHORIZATION — I authorize the following individuals to be contacted in case of an emergency. This change is permanent. This change is temporary and begins on and ends on and ends on Telephone Number Telephone Number Telephone Number	Child's Name:					Date:				
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Card Holder's Signature: Please contact CKC administrative personnel before transmitting this information via telefax. NEVER SEND AN AUTHORIZATION TO CHARGE A BANK	Please contact CKC administrative ner	rune. rsonnel before trai	nsmittina this infor	mation via telefax. NF	EVER SEND AN AUT	THORIZATION TO CHARGE A BANK CA				
E-MAIL! If you are leaving this form at the center, please place it in a sealed envelope and deposit it in the tuition payment box outside the Business of										

Parent's Signature:______ Date:_____

Letter of Withdrawal from Creative Kids Club

As per the Child Care Services Agreement, the Client's must provide two week advance written notice of a child's withdrawal from Creative Kids Club. Back dated forms are not acceptable.

Child's Name			Program Area				
notice of n	ny intention t	to withdrawal my child					
		thdrawal are:					
[] [] [] []	Relocation Loss of sul Dissatisfie [] []	of Residence of Job bsidized child care assisted with Creative Kids C Center appearance Tuition Rates/Fees: [] New Center's [] New Center's [] Diapers/wipes [] Meals/Snacks [] Field Trips [] Initial Registr [] Annual Registr [] Multiple Child [] Pre-payment C Curriculum Program Area	Tuition is higher Tuition is lower s ration Fee Lower ration Lower Discount				
Would you	[] ever conside	Team Member Issue er re-enrolling your chil		s Club? [] YES	5 [] No		
Parent Sig	nature			Date	-		
Administrator's Signature				Date	_		
Center Dir	ector's Signo	nture		Date	_		