



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Marin YMCA Child Care @ Loma Schedule Change Request

All Cancellations or reduction of days must be made in writing on this form **two weeks** in advance. All increase of days or switching of days must be approved by the Site Director. Verbal notice will not be acceptable.

Child's Name _____ Parents Name _____

Start Date _____ Date of Notice _____

Schedule Change

Currently Enrolled (circle please)

| Morning Care 7:00-8:30 | Kindie Care (45 min) 8:30-9:45 or 2:15-3:00 | Kindie Care (1.5hrs) 1:30-3:00 | Transitional Kindie 11:30-3:30 | Afternoon Care 3:00-6:00 |
|---|--|-----------------------------------|-----------------------------------|-----------------------------|
| 1 day | 1 day | 1 day | 1 day | 1 day |
| 2 day | 2 day | 2 day | 2 day | 2 day |
| 3 day | 3 day | 3 day | 3 day | 3 day |
| 4 day | 4 day | 4 day | 4 day | 4 day |
| 5 day | 5 day | 5 day | 5 day | 5 day |
| Circle: Monday Tuesday Wednesday Thursday Friday | | | | |

Update Enrollment (please circle)

| Morning Care 7:00-8:30 | Kindie Care (45 min) 8:30-9:45 or 2:15-3:00 | Kindie Care (1.5hrs) 1:30-3:00 | Transitional Kindie 11:30-3:30 | Afternoon Care 3:00-6:00 |
|---|--|-----------------------------------|-----------------------------------|-----------------------------|
| 1 day | 1 day | 1 day | 1 day | 1 day |
| 2 day | 2 day | 2 day | 2 day | 2 day |
| 3 day | 3 day | 3 day | 3 day | 3 day |
| 4 day | 4 day | 4 day | 4 day | 4 day |
| 5 day | 5 day | 5 day | 5 day | 5 day |
| Circle: Monday Tuesday Wednesday Thursday Friday | | | | |

Cancellation Notice

Last Day of Attendance: _____

Reason for cancellation

Comments of your experience with the Y is greatly appreciated! _____

- resident change
- job related
- sports/enrichment program
- attends different child care program
- child out grown program
- dissatisfied with program (please comment)
- other

Office Use Only: ID# _____ Date Entered: _____