



Dayhome Educator: _____

Child's name: _____

Change of Services

Contract Changes are due with your Attendance Records prior to the changes taking effect. Educators must give one month notice for any contract change/termination. Parents must give one month notice for contract changes and 2 weeks' notice for termination.

Effective date of change: _____

Change of Payment:

Parent fee (includes agency fee) _____

Part time contracts: Minimum numbers of days/month _____ days/month

Days of Care:

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Sunday

Hours of Care: _____ to _____

Ending childcare on this date: _____

Dayhome Educator: Would you like to be referred for this spot? Yes No

Switching to another dayhome within the agency:

Name of Educator: _____

Educator Signature: _____

Short term contract:
(11 days or more)

Backup Educator: _____

Date: _____ to _____

Comments:

Backup Educator Signature: _____

Parent Name

Parent Signature

Date

Educator Name

Educator Signature

Date