



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:

Childcare Fee

Parent Portion

Supplemental Offerings and Fees (Select relevant boxes and add the fee next to each)

Field trips _____

Transportation _____

Overnight care _____

Extended hours care _____

Cultural activities _____

On-site experiential learning _____

Specialized classes _____

Food fee _____

Days of Care:

☐ Monday

☐ Friday

☐ Tuesday

Saturday

☐ Wednesday

☐ Sunday

☐ Thursday

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 _____

Backup Educator Signature: _____

Comments:

Parent Name

Parent Signature

Date

Educator Name

Educator Signature

Date