

PLEASE COMPLETE AND RETURN TO THE CENTER IN PERSON, BY FAX OR EMAIL (if you email a schedule please be sure to put your child's name, complete time needed; am to pm on the memo)

Kawah Kids Center
Children's Child Care Schedule

Child's Name _____ Classroom _____ Date: _____
Please use one schedule page per family if children are on the same schedule

In order to ensure space, schedules are due on Thursday by 9:00 am. The scheduling period is in effect the following Monday – Friday. If your schedule is not turned in by Thursday at 9:00am we will not be able to provide care for your child if we do not have adequate staff when you arrive unexpectedly.

_____ My schedule is a constant schedule and does not change. I will notify you of any specific changes that may occur ahead of time.

<u>Week #1</u>			<u>Week #2</u>		
<u>Date</u>	<u>Day</u>	<u>Time</u>	<u>Date</u>	<u>Day</u>	<u>Time</u>
_____	Monday	_____	_____	Monday	_____
_____	Tuesday	_____	_____	Tuesday	_____
_____	Wednesday	_____	_____	Wednesday	_____
_____	Thursday	_____	_____	Thursday	_____
_____	Friday	_____	_____	Friday	_____
<u>Week #3</u>			<u>Week #4</u>		
_____	Monday	_____	_____	Monday	_____
_____	Tuesday	_____	_____	Tuesday	_____
_____	Wednesday	_____	_____	Wednesday	_____
_____	Thursday	_____	_____	Thursday	_____
_____	Friday	_____	_____	Friday	_____
<u>Week #5</u>			<u>Week #6</u>		
_____	Monday	_____	_____	Monday	_____
_____	Tuesday	_____	_____	Tuesday	_____
_____	Wednesday	_____	_____	Wednesday	_____
_____	Thursday	_____	_____	Thursday	_____
_____	Friday	_____	_____	Friday	_____

Upon turning this schedule in, Parent agrees to the responsibility for hours reserved