

**Kid Care
Preschool Program**

Schedule Change or Withdrawal Form

Please complete the information below to make any changes to your child's schedule at Kid Care Preschool. Changes are made at the first of every month. This form must be received by Arlington Recreation Department before the 15th of the prior month (basically before you are billed for the month). New days may be added if space is available. New days require approval from the Director (Kim Grubb) or Arlington Recreation Department.

Please submit this form to Arlington Recreation Department, 422 Summer Street, Arlington MA 02474 (The form may also be emailed to Linda at lkirchner@town.arlington.ma.us). Please do not give this form to Kid Care Preschool staff.

Date: _____

Child's Name: _____

Current Days
attending: _____

Revised
Schedule: _____

Changes are made starting the 1st of the month.
Which month will this change start? _____

Parent/Guardian Signature: _____

For office use only

Date Received by Arlington Recreation: _____

Date changes made to registration record: _____

Approval received for any new days? Y N