



## Schedule Change Request Form

Child's Name: \_\_\_\_\_

Classroom: \_\_\_\_\_

Please change (regular date of attendance) \_\_\_\_\_  
To (requested date of attendance) \_\_\_\_\_.

OR

Please add an additional day of attendance on \_\_\_\_\_  
\_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

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### ***Schedule Change Request Confirmation***

\_\_\_\_ We are able to accommodate your requested schedule change.

\_\_\_\_ We are NOT able to accommodate your requested schedule change.

Confirmed by: \_\_\_\_\_

Date: \_\_\_\_\_