



# Kids Club Contract Change Request

Kids Club/Centennial School District #12

4707 North Road, Circle Pines, MN 55014

Phone: 763-792-6193 • fax: 763-792-6050

web: [www.isd12.org](http://www.isd12.org) • email: [kidsclub@isd12.org](mailto:kidsclub@isd12.org)

Federal tax ID #: 41-600-8811

## Child's information

Last name \_\_\_\_\_ First Name \_\_\_\_\_ Grade: K 1 2 3 4 5

Kids Club Site:  Blue Heron  Centennial  Centerville  Golden Lake  Rice Lake

## Change care for above listed child to the following

Before School  After School  K-Time  Drop-In care only

Schedule of days needed (if same days each week, otherwise indicate **Rotating**, and the number of days needed each week):

Monday  Tuesday  Wednesday  Thursday  Friday  Rotating on different days each week (\$10 additional/mo.)  
(Must be same # of days per week) # of Days per week \_\_\_\_\_

The number of days each week for all sections of care (Before, After, K-Time) must be consistent. We are unable to bill for situations where families need a different number of days each week (i.e., 5 days of care every other week) or a different number of days for before school than needed for after school. If you are contracting care for your child for a set scheduled number of days per week, you are always welcome to use Drop-In services (provided there is space) when Kids Club staff are notified at least 24 hours in advance. **Please indicate only those days you will definitely need weekly contracted care.**

**I am requesting my child's current Kids Club contract be modified to reflect the above needed care. I understand this contract change will take effect two weeks from the date of my signed request.**

Name of Parent/Guardian (please print) \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Please submit this form to Kids Club staff at least **TWO WEEKS PRIOR TO EFFECTIVE DATE**. A \$10 Contract Change Fee, per child, will be charged. (To cancel your Kids Club Contract and care, use "Kids Club Cancellation Request.")

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