

Southborough Extended Day Program - Schedule Change Form

- Please fill out the following form and return it to Extended Day. A copy will be given to the office and a copy will be kept in your child's file.
- Thirty days' notice is required for withdrawal from the program or reduction of schedule. No credits will be given for withdrawals or changes made with insufficient notice.
- Increase in service can happen immediately if there is space available in the program. Your tuition will be pro-rated if the change occurs mid-month.

_____ currently attends SEDP at _____
Name School: (Finn, Woodward, Neary)

Today's Date: _____ Date schedule change will start on: _____

Current Schedule: *Check only which section applies*

Before School:

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday

After School:

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday

NEW Schedule

Before School:

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday

After School:

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday

Parent Signature _____

Office Use Only: Revised 11/8/2013

Approved: _____ Copy to Site: _____ Schedule: _____ Tuition: _____ Date & initials: _____

Notes: _____