



Withdraw From Care Form

Date _____

The completed, signed withdrawal form will serve as your notice of withdrawal from Kids@ Churchill Park. One form is needed per child if more than one child per family is withdrawing. Once completed, please return to admin@churchillpark.ca for processing.

As described in the Financial Agreement, one full month’s notice is required or fees paid in lieu of notice. This date will coincide with the end of a month.

Upon withdrawal, parent accounts will be reconciled for any outstanding amounts and refunds will be processed within 30 days (if applicable). For parents who receive subsidy, parent account balances will be held for 60 days and refunds will be processed within 10-15 days after the 60 day period (if applicable).

I, _____, will be withdrawing my child, from Kids@ Churchill Park Child
Parent Name

Care effective _____
Date

Child’s Name _____ Date of Birth _____

Kids@ Churchill Park Program (please choose one):

- Parkside Child Care
- Bright Lights Child Care
- Connaught Out of School Care
- Kahanoff Child Care
- PlayPenn Child Care
- Pump-Kin Patch Child Care
- Sunridge Child Care

Please return any access cards, including parking, to the Program Director prior to leaving on your last day of care and remember to retrieve your child’s personal items.

Parent Initial: _____

If you no longer want to receive Kids@Churchill Park communications, please unsubscribe from our mailing list.

Parent Initial: _____

Thank you for choosing Kids@ Churchill Park for your child care needs. We value all of our families and wish you well. If interested, please write a review on your experiences with Kids@ Churchill Park on Google.

Parent Signature _____ Date _____

Witness _____ Date _____

Office Use Only

Date received _____ Date entered into Timesavr _____

Account information _____

Kids@ Churchill Park Representative:

Name (print) _____ Signature _____ Date _____