



Child Attendance Notice

- Termination of Child Care Services for Past Due School Readiness Parent Fees
- Non-Attendance – No Contact 5 Days
- Child(ren) terminated by the provider for other reason: (please provide a brief explanation)

Child Care Facility Name: _____

Address: _____

Phone: _____

Parent/Guardian Name: _____

Child(ren):

1. _____

4. _____

2. _____

5. _____

3. _____

6. _____

Authorized Signature

Date

- Parents only responsible for one month of past due School Readiness parent fees.
- ELCNC must receive this form prior to parent's request to transfer.

Reinstate Child Care Services for Past Due Fees

Authorized Signature

Date

ELCNC use only:

Copy: Client File

Parent/Guardian