



Sunbeams Day Care - Poole

Change of Session Form

Child's Name _____ DOB _____

15 hours free entitlement only – (delete as appropriate)	
I would like term time only sessions (No Holiday session I will book separately if required)	I would like all year-round childcare (I understand I will have to pay during holidays)

30 hours free entitlement only – (delete as appropriate)	
I would like term time only sessions (No Holiday session I will book separately if required)	I would like all year-round childcare (Up to 22 funded hours can be used per week)

Pre-School -Tiggers only attending at least 3 days a week (delete as appropriate)	
I would like my child to attend Muddy Munchkins Forest school 1 day a week.	I would <u>NOT</u> like my child to attend Muddy Munchkins Forest school 1 day a week

	Monday	Tuesday	Wednesday	Thursday	Friday
8am-6pm (Full Day)					
8am-9am (Breakfast)					
9am -3pm					
3pm-4pm/5pm/5.30pm (Please specify)					

- I understand that I must give 4 weeks' notice to cancel or amend any session.
- I understand that my child must attend a minimum of two days a week
- I understand Muddy Munchkins is classed as a separate classroom; and if my child does not want to attend or is unwell, they will not be able to attend the nursery on that day.

Prefered date to start changed sessions:

Signed _____ Date _____

Office use only:

Dear _____ Thank you for filling in the change of session form. Sessions have been approved as follows:

Starting from:

Monday	Tuesday	Wednesday	Thursday	Friday

Unfortunately there is a problem with the sessions and so they have now been placed on a waiting list.

Tigger/Piglet Room Supervisor: _____ has changed their sessions they will be attending for the following:

Starting from:

Monday	Tuesday	Wednesday	Thursday	Friday