

FREE WEEK FORM

Every family actively enrolled in RCELC's **Full-Time** care programs for one full year, will be eligible for one FREE WEEK. "Actively enrolled" is defined as uninterrupted attendance for one full year. "One full year" is calculated as 365 days from the child's first day of attendance. FREE WEEKS are not applicable to children in the school age program. Children enrolled in the School-Age summer program will only pay for the weeks in attendance.

In order to utilize a FREE WEEK, parents must fill out the top portion of this form. Your child should not be in attendance at RCELC during any portion of that week. This form must be completed and submitted to the Financial Director 2 weeks prior to utilizing the FREE WEEK. If this form is not completed and submitted to the Financial Director prior to the utilization of the FREE WEEK, it will be deemed that proper notice was not given and full payment will be required.

Today's Date _____ / _____ / _____ Classroom _____

Child's Name _____

Week of Absence _____

Office use only below dotted line

Approved

Denied

Comments



Riverview Christian Early Learning Center