

# Christmas & New Year Attendance

To assist us in planning for staffing levels over the period of December and January, we are asking families to assist us by letting us know of any planned absences, holidays, end of enrolment etc. Please complete the form below and return to the office by November 13.

Thank you for your assistance,  
Maria.

Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Family Name: \_\_\_\_\_

Child/ren: \_\_\_\_\_

Parent Name: \_\_\_\_\_

Parent Sign: \_\_\_\_\_

## December 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## January 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## Dates of planned absence

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

You are also welcome to enter your child's planned absences using the "Bookings" tab on the Xplor Home app.

## Ending Enrolment

My child \_\_\_\_\_ does not require care in 2021.

Their last booked day will be: \_\_\_\_/\_\_\_\_/\_\_\_\_

Reason for leaving: \_\_\_\_\_

\_\_\_\_\_