

Norwest Child Care Centre

Make Up Days



Child's Name: _____ Room: _____ Date: _____

Date of public Holiday: _____

Date of requested make up day: _____

Is your account up to date? As per our policy, and terms and conditions, make up days will not be granted if, at any point in the quarter, your account is overdue.

Comments: _____

Signature: _____ Printed Name: _____

.....

Office Response Form

Child's name: _____ Date: _____

Your request for a make up day has been granted.
Your make up day will be: _____
(Please note that all fees must be kept up to date throughout the quarter in order to eligible for a make up day.)

Your request for a make up day has not been granted due to the following reason:
 child's account not up to date
 requested day not within a one month period of the public holiday
 no spaces available on your requested day
(please feel free to call in on the day to see if a child has called in absent)

If you have any further questions, please do not hesitate to speak with Sarah

Signature _____

2 Maitland Place Baulkham Hills NSW 2153
Phone: 8850 2833 Fax: 8850 2844

Entered into Qikkids

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