



Concerning the Change of Services

If you will be changing services in the Preschool, Preschool Childcare, or Before and After school program of Guardian Christian Academy, we will need a written **two week notice** to be placed in your file. You may use the lower portion of this form by filling in the blanks and submitting it to the office. Thank you for your cooperation.

NOTICE OF CHANGE IN SERVICES

DATE: _____

Please accept this as my written two week notice to change services in preschool, childcare, or before and after school for _____ with Guardian Christian Academy.

Change effective _____.

Changing services from _____ Program to _____ Program.

Sincerely,

Signature of Parent or Guardian

Reason for Change

