Child’s Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

As you know, it is very difficult to find high quality infant child care in the Severn area. To that end, we work very hard with our potential families to provide not only the highest quality care available, but also to keep potential families informed about our care availability.

Therefore, in our Infant Program, both Younger and Older Infant rooms included, will have a mandatory four week notice for disenrollment. This will allow us time to re-fill the spot in a timely and professional manner.

I have been informed that I must provide four weeks written notice in order to withdraw my infant from Oakridge Early Education Center. I am financially responsible to pay all accrued tuition at the current rate during that withdrawal notice period.

I am aware that this Infant Withdrawal Policy will apply until my child is fully transitioned to the Preschool program (Ages 2-6) at which time the notice requirement is reduced to two weeks for all rooms thereafter.

Parent Signature: Date:

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