



**COOK'S HOME CHILD CARE AGENCY  
CHILD CARE SCHEDULE REQUEST  
February 2022**

**SPECIAL DAY**  
Feb 21: Family Day (closed)

<b>CHILD'S NAME:</b>				<b>PARENT/GUARDIAN NAME (PRINTED):</b>		
Please indicate one of the following in <u>EVERY</u> weekday of the month: the daily hours of care needed OR check the box beside "NO CARE"						
<b>Month: February 2022</b>		<b>NOTE: This calendar includes January 30 &amp; 31</b>				
<b>SUN JAN</b>	<b>MON</b>	<b>TUE FEB</b>	<b>WED</b>	<b>THUR</b>	<b>FRI</b>	<b>SAT</b>
Time In	Time In	Time In	Time In	Time In	Time In	Time In
Time Out	Time Out	Time Out	Time Out	Time Out	Time Out	Time Out
<b>NO CARE</b>	<b>NO CARE</b>	<b>NO CARE</b>	<b>NO CARE</b>	<b>NO CARE</b>	<b>NO CARE</b>	<b>NO CARE</b>
<b>SUN</b>	<b>MON</b>	<b>TUE</b>	<b>WED</b>	<b>THUR</b>	<b>FRI</b>	<b>SAT</b>
Time In	Time In	Time In	Time In	Time In	Time In	Time In
Time Out	Time Out	Time Out	Time Out	Time Out	Time Out	Time Out
<b>NO CARE</b>	<b>NO CARE</b>	<b>NO CARE</b>	<b>NO CARE</b>	<b>NO CARE</b>	<b>NO CARE</b>	<b>NO CARE</b>
<b>SUN</b>	<b>MON</b>	<b>TUE</b>	<b>WED</b>	<b>THUR</b>	<b>FRI</b>	<b>SAT</b>
Time In	Time In	Time In	Time In	Time In	Time In	Time In
Time Out	Time Out	Time Out	Time Out	Time Out	Time Out	Time Out
<b>NO CARE</b>	<b>NO CARE</b>	<b>NO CARE</b>	<b>NO CARE</b>	<b>NO CARE</b>	<b>NO CARE</b>	<b>NO CARE</b>
<b>SUN</b>	<b>MON</b>	<b>TUE</b>	<b>WED</b>	<b>THUR</b>	<b>FRI</b>	<b>SAT</b>
Time In	<b>Closed for Family Day</b>	Time In	Time In	Time In	Time In	Time In
Time Out		Time Out	Time Out	Time Out	Time Out	Time Out
<b>NO CARE</b>		<b>NO CARE</b>	<b>NO CARE</b>	<b>NO CARE</b>	<b>NO CARE</b>	<b>NO CARE</b>
<b>SUN</b>	<b>MON</b>					
Time In	Time In					
Time Out	Time Out					
<b>NO CARE</b>	<b>NO CARE</b>					

I, hereby, confirm that the completed schedule request reflects my child care needs. I understand that I will be billed according to this schedule once it is approved. Additional days may be added **ONLY IF SPACE PERMITS**. Arriving unexpectedly cannot be permitted. Changes to the schedule (request to add days, cancel days, book vacation time) must be submitted in writing on the **Change to Schedule Form TWO** weeks before the change will occur. Full fees apply if notice is less than **TWO** weeks and when all "free" days are used.

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**SUBMIT THIS COMPLETED SCHEDULE TO THE OFFICE BEFORE: January 17, 2022**  
 \*\*\*\* SPACES LIMITED \*\*\*\*