

Early Childhood Education and Care Services

Family Exit Form



Educators must complete this form when a child/family leaves their education and care.

Please return completed form to the office as soon as possible so that records can be updated.

Educator's name:	
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Parent's name:	
Child's name:	
Child's name:	
Child's name:	
Child's name:	
As from: / /

Exit information
<input type="checkbox"/> Family is no longer using Windermere Family Day Care Reason for leaving:
<input type="checkbox"/> Family is using a different Educator

Current Educator's signature: Date: / /
 *Parent's signature: Date: / / *Please note if a child exits on an absent CCS will not be applied. Full Fees will apply to all absences after the child's last actual attendance.