This Change to Contract Form is to be used to amend or terminate your contract with Little Learners at RUSU Ltd. To terminate you contract please refer to your Terms and Conditions.

Please be aware that if amending your current contract, completing this form does not guarantee the required changes

**Child’s Name:** ..................................................................................................................................................................

**Current Address:** ............................................................................................................................................................

………………………………………………………………………………………………………………………………………….

**Current Contracted Sessions and Contract Type:** Full Year 36 Week Contract

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Monday | Tuesday | Wednesday | Thursday | Friday |
| **Am Session 8am-1pm** |  |  |  |  |  |
| **Pm Session 1:30pm-6pm** |  |  |  |  |  |
| **Full Day 8am-6pm** |  |  |  |  |  |
| **Funded sessions only** *(this applies to those who are accessing their free funded sessions only, please enter the hours you access i.e. 9-12)* |  |  |  |  |  |

**What do you wish to do? *Please tick below***

Amend Contract Terminate your Contract

Please provide the date you wish to amend/terminate your contract, providing you have given one months’ notice:

Date: ………………………………………………….

**New Contracted Sessions and Contract Type:** Full Year 36 Week Contract

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Monday | Tuesday | Wednesday | Thursday | Friday |
| **Am Session 8am-1pm** |  |  |  |  |  |
| **Pm Session 1:30pm-6pm** |  |  |  |  |  |
| **Full Day 8am-6pm** |  |  |  |  |  |
| **Funded sessions only** *(this applies to those who are accessing their free funded sessions only, please enter the hours you access i.e. 9-12)* |  |  |  |  |  |

**Customer Name:** ..............................................................................................................................................................

**Customer Signature:** ................................................................................................. **Date:** ...........................................

**Office use only**

Date form received: ............................................................................ Taken by: .....................................................

New Contract issued by: ..................................................................... Date: .............................................................